MINUTES
BEAN PARISH COUNCIL
Monday 14th February 2022 at 7.00 pm
at
Bean Village Hall

Present: Cllr. C. Bates, Cllr. K Burgin (Chair), Cllr. K Clarke
Cllr. D Hammock, Cllr. A Munday (left the meeting at 9.15pm)

PCSOs Linda Prior, Andy Lewis (Bean & Darenth) Tilly Digby Baker (S&G & Ebbsfleet) left after Item 1

Apologies: Cllr S Weeks
Cllr D Wood (dispensation)

Members noted that following a resolution passed at the October 2010 Meeting, Item 7, and in accordance with Standing Orders 12a the Minutes of the previous meeting would be taken as read.

	Agenda Item	
1	**1.1 <u>Apologies for absence</u>** ***RESOLVED:*** That the following apologies for absence were received and approved. Cllr. D Wood – dispensation until April 2022 meeting. Cllr S Weeks – prior engagement **1.2 <u>Co-opted Councillor</u>** Cllr. Kevin Clarke was welcomed to the Parish Council The Chair welcomed the PCSOs to the meeting. PCSO Prior introduced PCSO Lewis, as replacement for PCSO Midford, who will be working together with PCSO Prior in Bean. There are no PCs covering Bean & Darenth and the PCSOs report directly to Sgt Rowe and Acting Sgt Sabharwal at the CSU. PC Quilter is now the ASB Officer. PCSO Prior advised that she will be retiring from post in June 2023. PCSO Prior was asked, as there are no longer PCs linked directly to the parishes, should the council have sensitive information to pass to an officer how would they do that. Council was advised that 101 should be contacted and arrangements would then be made for a PC to contact the parish. Residents are encouraged to sign up to My Community Voice (MCV) a two-way engagement tool set up by Kent Police for residents, businesses and community groups in Kent and Medway. https://www.kent.police.uk/advice/advice-and-information/wsi/watch-schemes-initiatives/kent/my-community-voice/ MCV will enable Kent Police to update users with news, alerts, appeals, engagement events and general policing activities.	

	The Chair thanked PCSO Prior and welcomed PCSO Lewis to Bean. The PCSOs left the meeting.	
2	**Declarations of interest** **2.1** There were no updates to the Register of Interests **2.2** There were no declarations of interest against an agenda item.	
3.	**Minutes** **3.1** Minutes of the Council Meeting held on Monday 10th January 2022 that they be received as a true and complete record and that the resolutions contained therein be deemed to be the resolutions of the Council. ***RESOLVED:*** ***That the Minutes of the Parish Council held on 10th January 2022 be approved and adopted as a true record***	
4	**Matters Arising** Urgent Item The Chair confirmed that Councillors were in receipt of the planning application 22/00048 which had been sent out the same day as the agenda had been published and proposed that the application be consider at this meeting. ***RESOLVED:*** ***That planning application DA/21/0048/FUL be consider under item 14 of the agenda.*** **4.1 Event for Jubilee weekend** Ref: Clerk's items of January Minutes. Due to the time constraints involved in organising the event in accordance with a TEN the resident has, with regret, withdrawn his offer to organise an event. It was noted that the Black Horse will be holding events over the Jubilee weekend.	
5	**Announcements from the Chair** None	
6	**Community Rural Warden** The Community Warden had sent her apologies as she was unable to attend the meeting.	
7	**Correspondence** The following items of correspondence were noted. - January 2022 KCC Members Newsletter Waste Management Update - NHS Kent and Medway Community Bulletin issue 46 - Bluewater Community Forum - Thursday 27th January 2022, 6-8pm - The Rural Bulletin – 11, 18, 25 January, 8 February 2022 - Queen's Platinum Jubilee Beacons and its associated activities **www.queensjubileebeacons.com** - Rural services network – February edition - Lower Thames Crossing – community drop in dates - Thursday, 3 March	

	2022 4pm to 8pm Kent Room, Gravesham Borough Council Civic Centre, Windmill Street, Gravesend, Kent, DA12 1AU - Invitation to Councillors to attend zoom meeting organised by DBC on the Member Code of Conduct and the use of social media. The Clerk and Cllr. Clarke will be attending.	
8	**KALC/SLCC/NALC** All information received from the above relating to COVID-19 and other urgent matters have been forwarded to Councillors on receipt. **8.1** NALC Chair open letter to Councils **8.2** KALC January newsletter	
9.	**Parish Forum** **9.1 Report on the meeting of the Parish Forum held on 11th January 2022** Cllr. Jeremy Kite MBE Leader of the Council, assumed the Chairmanship of the Forum on behalf of the Borough for the remainder of the current 2021-22 municipal year, following the sad and sudden passing of Cllr. Ann Allen MBE last month. In assuming the Chairmanship, the Leader of the Council explained the background to the formation of the Forum in its current guise and its predecessor body the DAPTC, for the particular benefit of new Forum representatives, and sought the views of Parish/Town representatives in particular, on how they wished Forum proceedings to be conducted going forward. Following full and frank discussion, including comprehensive input from the Forum Vice-Chairman and individual Parish Chairmen and Clerks, it was agreed that the Forum should continue in its current format, that of an informal non-decision-making body, whose proceedings were *not* as a consequence, formally minuted. David Hook will continue to Clerk proceedings and consult all parties over agenda content (via the Parish/Town Clerks), and continue to liaise and take forward all agreed Forum actions informing all parties concerned as appropriate as necessary. The Leader of the Council offered Parish representatives to relay, in writing, their specific concerns on policing in their parishes to the new Community Inspector and Borough Commander Kent Police, *in advance* of Kent Police representatives attending the next Forum in April. It is hoped that this will help to obtain the best possible response from KP representatives on the night and is in fairness to all parties concerned.	
10	**GDPR** There were no matters to consider	
11	**Ebbsfleet Development Corporation /Bean Triangle/ London Resort** There were no matters to consider	
12	**Consultations** **12.1** Adult Carers Strategy Consultation 12 Jan – 22 Feb 2022 https://letstalk.kent.gov.uk/adult-carers-strategy	

	12.2 Community Safety Partnership Survey https://www.dartford.gov.uk/community-safety/community-safety-partnership The Clerk advised that she had seen reference to this survey on a Borough Councillor's twitter feed but that nothing has been received by the Parish Office. Cllr. Hammock has raised with DBC why had the Parishes not been informed and has also queried why Parish Councils not stakeholders of the Community Safety Partnership.	
13	**Kent Police** **13.1** Officers and staff are asked to use their local contacts to encourage charitable organisations, community groups and partner agencies to apply for donations from the Kent Police Property Fund via the Kent Police website. The Property Fund particularly welcomes applications from organisations and agencies that can demonstrate commitment and value to victims, witnesses and vulnerable people among Kent's communities. **13.2 New PCSO covering Bean** PCSO Andy Lewis will be taking over Bean helping PCSO Prior Andrew.Lewis2@kent.police.uk, 07814995755 **13.3** With reference to Item 9.1 Parish Forum the following was resolved. ***RESOLVED*** ***That the following issues regarding local policing be brought to the attention of the Borough Commander in advance of the Parish Forum meeting in April.*** - ***Absence of Police Officers assigned to Parishes (only PCSOs reporting to CSU).*** - ***What is the mechanism for the Clerk to pass on sensitive information?*** - ***Why is there no follow up on crime, particularly house burglaries and theft from cars?*** - ***Are PCSOs familiar with what Parish Councils do and are responsible for?*** - ***Are PCSO's familiar with the Parish boundaries?*** - ***What training do local PCSOs/PCs have with regard to the law when dealing with horses loose on the highway?*** - ***What steps, if any, are being taken to make Dartford a pro-active police area?*** - ***Why does it take so long to obtain information from the police regarding driver's insurance details following damage to Council property following an RTA?***	
14	**Planning** **The following were NOTED** **14.1** Weekly planning lists from DBC **14.2** Weekly planning lists from EDC The following applications were considered	

	14.3 21/01890/FUL 62 Page Close Bean Kent DA2 8BX Erection of a single storey rear/side extension **No comment or observation.** **14.4 22/00048/FUL** 59 Page Close Bean Kent DA2 8BX Demolition of garage and conservatory and erection of a two-storey side and rear extension **No comment or observation.** It was NOTED that the following application has been GRANTED **14.5 21/01665/FUL** Bean Post Office Erection of single storey front and rear extensions, provision of a new access ramp to front and external steps to rear. Condition Before Occupation 03 Prior to occupation of the development hereby approved 3 car parking spaces measuring a minimum 5m by 2.5m shall be provided within the curtilage of the property and kept available for such use at all times and no development whether permitted by the Town and Country Planning (General Permitted Development) Order 2015 or not or any amendment thereto, shall be carried out on that area of land or to preclude vehicular access thereto.	
15	**<u>Highways</u>** **15.1 Proposed crossing, Southfleet Road for school children to access Pedestrian access to Beacon Woods via the new steps.** The current guidance from the Department of Transport advises that to ensure general compliance, 20mph limits and zones should only be considered for use on roads where mean speeds are already 24mph or less and where the layout and character of the road gives a clear indication to drivers that a lower speed is appropriate. The data showed that the speed of vehicles whilst compliant with the 30mph speed limit exceeded the mean 24 mph speed by 2mph, with such a small tolerance Highways are happy to reduce the speed limit down to 20 mph. Highways will therefore prepare the documents for the TRO team to go out to public consultation re a 20-mph zone which will encompass the village. The results of the bid for informal crossing should be released at the end of February.	

	RESOLVED ***That Bean Parish Council fully supports the proposal to reduce the speed limit encompassing the village of Bean to 20mph.*** **15.2** On June (14th) 2021 when the Parish Council met with representatives from Balfour Beatty (BB) and Highways England (HE) in the Village Hall car-park to discuss, amongst other things, the installation of the 2nd bridge, the Council asked if there was any possibility of BB/HE arranging for the car-park to be re-surfaced. The Clerk has chased this with BB/HE on 17th January and is awaiting a response.	
16	**<u>Environmental Issues</u>** No matters to consider at time of publication.	
17	**<u>Footpaths</u>** No matters to consider at time of publication.	
18	**<u>Beacon Woods</u>** **18.1 HE Landscaping project in Beacon Woods** On 13th January Council were advised that Balfour Beatty were requesting a change to the handrail specification for the steps from *42 mm diameter tubular powder coated steel to RAL 9005 (black) handrail with welded joints to provide a suitable grip for children'* to a galvanised key clamp system. Council responded on 19th January expressing their abhorrence at the proposed suggestion urging Balfour Beatty to consider the Council's original request that the handrails be made out of wood. Council have also requested that any reclaimable wood from the existing steps and handrails be retained for use by FoBW on other protects within the woods. Wooden handrails have now been added and the Clerk has requested the re-instatement of the kissing gate at the entrance from Southfleet Road. **18.2 Damage to external fencing caused by vehicle** On 29th November a vehicle left the road, crossed the verging and damaged a section of the external fencing. Insurance details have been received and the Clerk has submitted a claim for the damage. **18.3 Lease extension with Tarmac Lime** Lease extension until 31 December 2022 has been signed by all parties (dated 19 January 2022) **18.4 Inspection of Trim Trail equipment** No findings of concern. The loose fill safety surfacing has become compacted – Recommendation to rake and fork over to aerate the surface **18.5 Refurbishment of hardstanding pathways** On 27th January the Clerk met with a representative of Tilhill to discuss the refurbishment of 2 of the main hardstanding pathways – 1) The main path which passes the memorial benches to NP-C and stretches from the	

	junction with the blue route to Shellbank. 2) The pathway from the bottom of the steps near the pedestrian entrance opposite the shop to the junction by the memorial bench to AJS. The other paths were also walked and quotations requested. As of 8th February, awaiting quotations.	
19	**<u>Recreation Facilities</u>** **19.1 Fencing** Fencing of the section adjacent to DR22 and the section adjacent to the High Street has been installed. Vehicular gates were found to be damaged on installation and will be replaced or repaired. Quotation received and accepted to carry out concrete infill between the safety tarmac and fencing. Work to be carried out urgently for H&S reasons and until work completed toddler area will remain closed and notices displayed that the area is closed for repairs. Other snagging work has been identified and will be rectified by the end of the month. **19.2 Body Camera for Recreation Ground Caretaker** Purchase of a Guardian G1 camera at a cost of £219.99 for use in accordance with BPC Body Worn Video Policy https://www.amazon.co.uk/GUARDIAN-G1-CAMERA®-Harness-Shoulder/dp/B06XFNJ46Q/ref=as_li_ss_tl?dchild=1&keywords=body+camera&qid=1607287106&refinements=p_72:419153031,p_36:5000-20000&rnid=389035011&s=electronics&sr=1-3&linkCode=sl1&tag=workingthedoors-21&linkId=ecb2a76cca06aa7aeb0a16f5a27c1754&language=en_GB Both the caretaker and the Clerk would undertake the relevant training in the use of BWV ***RESOLVED:*** ***That the Bean Parish Council Body Worn Video Policy be approved and posted on the Council's website*** ***RESOLVED:*** ***That a GUARDIAN G1 BODY CAMERA® which comes with a built in 128GB Memory Card HD1512p @ 30fps & 40MP Camera with a 140 Degree Wide Angle Lens + IR Night Vision, GPS // + Chest Harness + Shoulder Harness at a cost of £183.32 excl. VAT be purchased for use by the Recreation Ground Caretaker.*** **19.3 Confidential Item** The Caretaker's salary was reviewed and an increase in hourly rate agreed. **19.4 Anti-climb roller bars for pedestrian entrance gate.** ***RESOLVED:*** ***To contract with Secured Openings to supply and install 1 x "Vangard" nylon roller safety/anti climb roller system to top of pedestrian gate using bespoke bolt-on brackery. 10 x regulatory signage to affixed to fencing/gates on 2 x***	

	pathway elevations included at a cost of £513.46 excl VAT **19.5 CCTV for the recreation ground.** The Clerk reported on the meeting with the CCTV Supervisor of DBC Community Safety Unit regarding the installation of CCTV in Bean and is currently awaiting a formal proposal for the CCTV installation.	
20	**<u>Bean Village Hall</u>** **20.1 Kent Funding for COVID19** We are still awaiting receipt of £1,096.00 as per our application in September for Belt Barrier System for queue control and Adjustable Roller Screen Sneeze Guards. The delay has been due to our request for payment to be made into the Village Hall account of which KCC have no record and therefore did not authorise the payment. **20.2 Village Hall Sub-Committee** The Minutes of the meeting held on Monday 7th February at 1.30 pm were received and noted. **20.2.1 Re-opening of Village Hall for Children's Parties and Business Users.** Following the recommendation from the Village Hall Sub-Committee that the hall be re-opened on Saturday 2nd April 2022 the following was resolved. ***RESOLVED*** ***That the Village Hall be re-opened for Children's Parties and Business Users from Saturday 2nd April 2022*** **20.3 Confidential Item** Caretaker/Cleaner's Job Description and salary increase. ***RESOLVED:*** ***That following the recommendation of the Village Hall Sub-committee the proposed increase in the Caretaker's hourly rate be implemented from 1 April 2022***	
21	**<u>Allotment Association</u>** **21.1 Lease between the Association and BPC** The Association are currently reviewing their Trustees which may require a new lease being drawn up. **21.2 Allotment rent benchmarking** the benchmarking exercise carried out in January 2022 was noted.	
22	**<u>Residents' Association</u>** **22.1** It was noted that the Association did not meet in January. **22.2** The minutes of the meeting held on 6 December 2021 were noted **22.3** Cllr. Hammock reported on the meeting held on 7 February 2022. Items discussed included the formation of a litter picking team who would meet once a month and a request for a parking scheme for outside the cottages	

	in the High Street between the Village Hall and the Black Horse.	
23	**<u>Community Bus</u>** The current lease with KCC has expired and KCC are asking if we wish them to draw up another loan letter for Bean to keep the bus for another 3 years, or to make arrangements to give back the vehicle so that it can be used elsewhere in Kent. ***RESOLVED:*** ***That the Clerk make arrangements for the bus to be cleaned and to undertake a MOT as soon as possible and then to arrange for PTS to carry out a six-month inspection.*** ***RESOLVED:*** ***That it is the intention of the Parish Council to enter into a further 3-year agreement with KCC for the use of the bus for Bean Community subject to the results of a survey of users and the successful commitment of regular drivers.***	
24	**<u>Spirit's Rest</u>** Cllr Bates reported as follows: - Horse owners are warned about an increase in horse deaths from sycamore poisoning. - Mayor of Dartford has visited the Sanctuary. - Representatives from Spirit's Rest have been asked to give a talk to the Bluewater Forum on current adverse impacts to the local wildlife and environment. - The Sanctuary's donkeys have been booked to attend various Jubilee events. - The Sanctuary is being encouraged to invite schools to see their work but this would necessitate the installation of a toilet block to accommodate school visits.	
	9.15pm Cllr. Munday left the meeting	
25	**<u>Finance</u>** **25.1 Bank and Scribe reports up to 31 January 2022** The following were noted - Co-op Bank transactions on all accounts 1 – 31 January 2022 - Bank reconciliation on all accounts - Monthly breakdown of receipts and payments - Net position by cost centre and code - Receipts and payments forecast - Summary of receipts and payments all cost centres and codes - Cost centre year comparisons **25.2 Balance as at 31 January 2022** on all accounts <u>Bean Parish Council</u>	

Reserve Account	10483.55
Current Account (No. 1 account)	1647.16
Petty Cash	63.49
TOTAL	**12194.20**

Bean Village Hall

Current Account (No. 2 account)	18344.21
Petty Cash	178.42
TOTAL	**18522.63**

25.3 Capacity Building Fund

On 13th January 2022 the Leader of Dartford Borough Council wrote to the Chair that DBC has agreed to BPC's joint application with Darenth and Sutton-at-Hone & Hawley Parish for funding of our jointly commissioned handyman of £18,000.

25.4 Parish Council Mobile Phone

RESOLVED:
To enter into a 24- or 36-month contract, with EE or another provider with good coverage for both Betsham and Bean, for a mobile telephone for the sole use of Bean Parish Council. Cost not to exceed £20/month excl. VAT.

25.5 The following payments were approved

Membership of CPRE	75.00
Membership of ACRK	90.00

(NB the above ARCK membership is based on population and includes access to Village Hall support)

26 **Items of interest**

There were no items of interest.

There being no further business the Chair closed the meeting at 9.20 pm

Chair……. Date ……..