

BEAN PARISH COUNCIL

The COVID-19 Coronavirus pandemic and the unprecedented Government measures in response to the crisis (e.g. prohibitions on gatherings, social distancing, self-isolation and shielding of those deemed to be the most vulnerable) have meant that the requirement for local authorities to hold public meetings in person with all members present in one place cannot currently be met. The statutory requirements for meetings are mainly contained in the Local Government Act 1972 (“the 1972 Act”) and the Public Bodies (Admission to Meetings) Act 1960 (“the 1960 Act”).

In recognition of the difficulties of holding and attending meetings, the Government included s.78 in the Coronavirus Act 2020 and provided the Secretary of State with the power to make Regulations for the provision of holding alternative format meetings.

As such, this meeting will be held under terms agreed by Members being to conduct the Council business via internet link.

Additionally, the legislation allowed for the cancellation of the Annual Parish Council meeting and all current appointments continue until May 2021.

MINUTES
ANNUAL MEETING OF
BEAN PARISH COUNCIL
Tuesday 4th May 2021 at 7.00 pm
Via MS Teams
Members of the public were asked to contact the Clerk should
they wish to join the meeting

Present: Cllr Keith Burgin (Chair), Cllr Dave Hammock, Cllr Anna Munday (Vice-Chair),
 Cllr SA Weeks

The meeting was quorate.

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	<u>Apologies for absence</u> Apologies were received and accepted from Cllrs Bates and Impiazzi. No apologies had been received from Cllr. Wood.	
2	<u>Register of Pecuniary Interests</u> 2.1 Updates to the register of Disclosable Pecuniary Interests (DPIs) None 2.2 Declaration of any DPIs against any agenda item None	

3	<p><u>Election of Chairperson</u> Cllr. Hammock, seconded by Cllr. Weeks proposed Cllr Burgin for the position of Chairperson. There were no other nominations. Cllr. Burgin was unanimously elected Chairperson</p>	
4	<p><u>Declaration of Acceptance of Office by the Chairperson</u> Will be completed and signed in front of the clerk at the earliest opportunity.</p>	
5	<p><u>Election of Vice-Chairperson</u> Cllr. Hammock, seconded by Cllr. Weeks proposed Cllr Munday for the position of Vice-Chairperson. There were no other nominations. Cllr. Munday was unanimously elected Vice-Chairperson</p>	
6	<p><u>Minutes</u> Minutes of the Council Meeting held on Monday 19th April 2021 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.</p> <p><u>RESOLVED:</u> <i>That the Minutes of the Parish Council held on 19th April 2021 be approved and adopted as a true record</i></p>	
7	<p><u>Matters Arising</u> There were no matters arising from the Minutes not covered elsewhere on the Agenda.</p> <p>The following items of an urgent nature were discussed.</p> <p>7.1 Cessation of virtual meetings In view of the current COVID-19 legislation preventing virtual meetings after 6 May 2021 and with the current social distancing rules still in force it was proposed that the June meeting of the Parish Council be cancelled and that the full Council meet again on Monday 12th July 2021 at 7pm when it is hoped that all restrictions will have been lifted and that public meetings can take place without social distancing.</p> <p><u>RESOLVED:</u> <i>That the June 2021 meeting of Bean Parish Council be cancelled.</i></p> <p>7.2 Delegated authority With reference to the above it was further proposed that delegated authority, referred to in Item 4.1 of June 2020 Minutes on pages 1680 and 1681 be extended until further notice</p> <p><u>RESOLVED:</u> <i>Terms of Reference: That important and urgent decisions are delegated to the Clerk with input from 2 members, initially the Chair & Vice Chair until further notice. Should the Chair or Vice Chair not be available, other members will be consulted in their place.</i></p>	

	<p>7.3 Receipt of Internal Auditor's Report and approval of 2020-2021 AGAR</p> <p><u>RESOLVED:</u> <i>That an extra-ordinary meeting of the Council be held in May or June (date to be agreed by the Chair and Vice-Chair) to receive the Internal Auditor's Report and to approve the AGAR only. This meeting will take place in the car-park of the village hall. All papers will have been circulated to Councillors 7 days in advance of the meeting for questions.</i></p>	
8	<p><u>Announcements from the Chair</u></p> <p>None</p>	
9	<p><u>Standing Orders</u></p> <p>9.1 Standing Orders (May 2018)</p> <p><u>RESOLVED:</u> <i>That the Standing Orders (May 2018) be approved.</i></p> <p>9.2 Standing Orders relating to Contracts (May 2018)</p> <p><u>RESOLVED:</u> <i>That Standing Orders relating to Contracts (May 2018) be approved</i></p>	
10	<p><u>Delegation of duties</u></p> <p>10.1 Parish duties and responsibilities</p> <p>Allotments – to remain under the management of Bean Allotment Society. Bean Village Hall Working Party – Cllrs. Hammock, Munday (Chair) & Weeks Recreation ground – Cllr Munday & Clerk Footpaths – Cllrs Munday & Weeks Beacon Woods – Cllrs Burgin, Munday & Clerk Fields/stables – Cllr Bates War Memorial – Cllr. Weeks</p> <p>10.2 Other delegated duties and responsibilities.</p> <p>None</p>	
11	<p><u>Appointments and nominations</u></p> <p>Appointments to outside bodies:</p> <ul style="list-style-type: none"> - KALC Area Committee – Cllr Burgin & Clerk - Parish Forum – Cllr Burgin & Clerk - Bluewater Forum – Cllr Munday - Beacon Wood Steering Committee Cllrs Hammock, Weeks & Clerk - FoBW – Cllr Weeks & Clerk - Friends of Darenth Country Park – Cllrs Hammock & Weeks - Elders Forum – Cllr Weeks 	
12	<p><u>Future Meetings</u></p> <p>12.1 Full Council Meeting s</p> <p>Members agreed the dates, times and venue of meetings of the full Council for the year.</p>	

	<p>To RESOLVE that they are held on the 2nd Monday of every month at 7pm at Bean Village Hall with the exception of August when there will be no meeting and any matters arising will be dealt with on behalf of the Council by the Chair and Vice-Chair. Should there be urgent business to consider between the July and September meetings the Chair would call an extra-ordinary meeting</p> <p>To RESOLVE that the Annual Parish Meeting take place in April 2022.</p> <p>RESOLVED <i>That the meetings of Bean Parish Council are held on the 2nd Monday of every month at 7pm at Bean Village Hall with the exception of June and August when there will be no meeting and any matters arising will be dealt with on behalf of the Council by the Chair and Vice-Chair. Should there be urgent business to consider between the July and September meetings the Chair will call an extra-ordinary meeting. The Annual Parish Meeting will take place in April 2022</i></p> <p>12.2 Bean Village Hall Working Party Meetings of the Village Hall Working Party will be convened, as necessary, by the Clerk. Membership of the Working Party comprises Cllrs Hammock, Munday and Weeks.</p> <p>12.3 Virtual Meetings It was noted that as from 7 May 2021 virtual meetings are no longer permitted and Councils must make arrangements to hold face to face meetings following government guidance for COVID-19, although at the current time this guidance prevents the holding of public meetings. The checklist for holding face to face meetings was noted.</p>	
13	<p><u>Community Rural Warden</u> 13.1 No report</p>	
14	<p><u>Correspondence</u> The following correspondence was noted. - The Rural Bulletin – 20 April 2021</p>	
15	<p><u>KALC/SLCC/NALC</u> No matters to consider at date of publication. All email communications from KALC and NALC have been forwarded to members.</p>	
16	<p><u>Parish Forum</u> No matters to consider at date of publication</p>	
17	<p><u>Council Policies</u> Cllr Hammock, seconded by Cllr Munday proposed that the following Policies be approved noting that there have been no changes made since last approved, May 2019: - Animal Welfare Policy - Complaints Procedure</p>	

	<ul style="list-style-type: none"> - Confidentiality - CRB Policy - Grievance - Social Media Policy <p>RESOLVED <i>That the above policies be approved.</i></p>	
18	<p><u>GDPR</u> No matters to consider at date of publication.</p>	
19	<p><u>Ebbfleet Development Corporation /Bean Triangle/London Resort</u> 19.1 Meeting with EDC to discuss non-vehicular access routes from Bean into the Garden City</p> <p>RESOLVED: <i>That a representative from EDC be invited to meet with the Council prior to the July 2021 meeting to discuss cycle paths, walkways, the Bean Triangle work etc.</i></p> <p>19.2 London Resort – Area of SSSI Clerk to seek confirmation from DBC on the extent of the area on the Swanscombe Peninsula now deemed to be SSSI.</p>	
20	<p><u>Kent Police</u> No matters to consider at date of publication</p>	
21	<p><u>Planning</u> The following were NOTED 21.1 Weekly planning list from DBC 21.2 Weekly planning list from EDC</p> <p>It was noted that planning permission has been GRANTED for the following:</p> <p>21.3 DA/21/00170/FUL 19 Page Close Erection of a single storey extension</p> <p>21.4 DA/21/00116/FUL 57 Page Close Bean Kent DA2 8BX Erection of a part two storey/part first floor side extension (built above existing garage)</p> <p>It was noted that a decision is expected shortly on the following application.</p> <p>21.5 20/01508/COU Former Doctors Surgery 18A Beacon Drive Bean Kent DA2 8BG Change of use of former Doctors Surgery building to a single dwelling house with associated alterations to elevations. 2 parking spaces. Provision of garden area and bicycle and refuse storage</p>	

	<p>21.6 Footpath between land adjacent 31 School Lane Bean and the rear gardens of houses in Page Close DBC have confirmed that they will be carrying out repairs to this footpath.</p>	
22	<p><u>Highways</u> 22.1 Psychological Traffic Calming Members discussed at length the papers relating to the above TRL Report TRL641 prepared for Traffic Management Division of the Department for Transport in 2005.</p> <p><i>RESOLVED:</i> <i>That the TRL Report TRL641 be sent to Kent Highways as a basis for discussion on possible road calming measures for Bean.</i></p> <p>22.2 A2 Bean and Ebbsfleet Improvements Newsletter Was noted.</p>	
23	<p><u>Environmental Issue</u> 23.1 Dust deposits emanating from the Bean Interchange works. The Council has received a number of complaints from Bean residents regarding dust deposits emanating from the Bean Interchange works.</p> <p><i>RESOLVED</i> <i>That the Clerk advise Balfour Beatty of the complaints and request confirmation of their area for compensation.</i></p>	
24	<p><u>Footpaths</u> 24.1 DR24 It has been reported to the Council that parishioners have been asked not to walk around the perimeter of the field bordered by Drudgeon Farm, DR24 and Sandy Lane as, correctly, only the designated DR 24 is a public footpath not the field's perimeters. Councillors further noted that the section of DR24 between DR25 and Sandy Lane no longer follows the original route through the trees and currently runs along the edge of the field adjacent to Drudgeon Farm.</p> <p><i>RESOLVED</i> <i>To seek clarification from the PROW on the original route of DR24 and to query whether the original route should be re-instated.</i></p>	
25	<p><u>Beacon Woods</u> 25.1 Dipping platform has been repaired. 25.2 Request from MOP to use a metal detector in the Country Park has been refused. However, permission has been granted to a member of FoBW to use a metal detector to locate rail tracks but he has been instructed that he must wear a warden hi-vis jacket when undertaking this research and if challenged by a MOP they should be directed to contact the Parish Office, 25.3 Bags of soil and a crate containing electric fans had been dumped in the car-park. The Clerk has removed the fans to prevent further fly-tipping.</p>	

	<p>25.4 Following the meeting with Balfour Beatty and their archeologist the Clerk has been recommended to contact a local Kent Archeologist who has extensive knowledge of the local clay-pits and is familiar with Beacon Woods. Tarmac have kindly agreed to search their archives for any maps, and/or topographical survey documents and a member of FoBW has advised that that he has a number of maps and supporting documents in his possession which the Council may have to copy. Mark Heeley has also recommended an associate who knows the site well and has a great knowledge of the historical cement industry.</p> <p>25.5 Tarmac have kindly offered to investigate the possibility of one of their survey team undertaking a topographical survey of the Country Park to enable us to produce up to date maps and to map the position of drainage channels.</p> <p>25.6 Renewal of Lease between Tarmac and BPC Tarmac are in discussion with London Resort as LR are seeking sites where they can honour their ‘bio-diversity net gain’ commitments.</p> <p><i>Biodiversity Net Gain is an approach to development that leaves biodiversity in a better state than before. ... CIEEM, together with CIRIA and IEMA, has been at the forefront of exploring the potential for a biodiversity net gain approach.</i></p> <p>These commitments involve locating sites where, with financial input, they can improve habitats and Beacon Woods has come up as a suggested site. Following discussions, it is very unlikely that Beacon Woods would be suitable for investment as it already has an established habitat.</p> <p>In the event that LR/Tarmac reach an agreement which would benefit Beacon Wood from investment by meeting the above criteria, a 3rd party would be employed to deliver the project. In view of this, Tarmac is suggesting a 12–18-month delay in renewing the lease until the situation with LR is clarified as the addition of a 3rd party, albeit temporary, would affect the new lease.</p> <p>Tarmac has assured the Clerk that Tarmac has every intention of entering into a new 20-year lease contract with and would be prepared to write and confirm same if the Parish Council would agree to the 12–18-month extension of the current lease.</p> <p>RESOLVED: <i>That Bean Parish Council agrees to extend the current lease with Tarmac for a 12-18 month period on written receipt of confirmation from Tarmac that at the end of the extension period Tarmac will enter into a 20 year lease with Bean Parish Council with a 10 year break clause.</i></p>	
26	<p><u>Recreation Facilities</u></p> <p>26.1 CONFIDENTIAL To agree the appointment of, and remuneration for, a caretaker for the recreation ground.</p> <p>26.2 Operational Inspection Members reviewed the inspection report dated 26 April 2021 and whilst</p>	

	<p>noting that there were no urgent items that required immediate attention it was agreed that the Clerk obtain costings for new impact matting in both the toddler area and under some of the standalone equipment in the recreation ground, repairs to soft pour, replacement of wing seats and also for the replacement of the basketball backboard and netting.</p> <p>26.3 Annual Contract for Grounds Maintenance The Clerk is currently awaiting a 3rd quotation for the above contract.</p> <p>RESOLVED: <i>That the decision on the award of this contract be delegated to the Chair, Vice-Chair and one other Councilor.</i></p>																													
27	<p><u>Bean Village Hall</u> 27.1 Dance Fever have resumed their regular hiring 27.2 Scouts have advised that they unlikely to return until September 2021. 27.3 Hire rates for Brownies & Scouts from September 2021 Members discussed the adverse impact that COVID has had on these youth groups and how the Council could assist these organisations in re-establishing their groups.</p> <p>RESOLVED: <i>That the Parish Council would look to waive all hire charges for Brownies and Scouts for the 2021/2022 academic year.</i></p>																													
28	<p><u>Allotment Association</u> No matters to consider.</p>																													
29	<p><u>Residents' Association</u> 29.1 The report from the Asst. Secretary was noted.</p>																													
30.	<p><u>Spirit's Rest</u> 30.1 The Chair reported that a considerable amount of work has taken place with clearing the land of brambles and shrubbery which has opened up the area considerably. Some areas have now been seeded and floodlights and security have been installed. An apiary is to be sited on the land. It was agreed that the Parish Council would make arrangements to visit the sanctuary after 22 June 2021.</p>																													
31	<p><u>Finance</u> 31.1 Report for April 2021 <u>Bean Parish Council</u> Expenditure</p> <table><tr><td>14/4</td><td>Amazon</td><td>Consumables</td><td>19.08</td></tr><tr><td>30/4</td><td>HMRC</td><td>April</td><td>41.73</td></tr><tr><td>30/4</td><td>K. Roberts</td><td>Litter picking/Rec caretaking</td><td>55.50</td></tr><tr><td>30/4</td><td>GSG Services</td><td>Grass Cutting - Rec</td><td>140.00</td></tr><tr><td>30/4</td><td>Wrotham Computer</td><td>IT issues</td><td>66.00</td></tr><tr><td>30/4</td><td>Admin</td><td></td><td>735.22</td></tr><tr><td>30/4</td><td>Play</td><td>Equipment check - rec</td><td>132.00</td></tr></table>	14/4	Amazon	Consumables	19.08	30/4	HMRC	April	41.73	30/4	K. Roberts	Litter picking/Rec caretaking	55.50	30/4	GSG Services	Grass Cutting - Rec	140.00	30/4	Wrotham Computer	IT issues	66.00	30/4	Admin		735.22	30/4	Play	Equipment check - rec	132.00	
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	Inspection		
30/4	Castle Water	Water Beacon Wood	12.91
30/4	Appt. Business	Photocopy charges	18.02
			1220.46

Income

30/4	DBC	50% Precept	10006.00
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Bean Village Hall

Expenditure

19/4		Caretaking 1-16 April	105.00
19/4	K. Roberts	Consumables	9.47
22/04	Total Gas	Gas bill	98.30
29/04	IKEA	Cutlery for hall	30.00
30/4		Caretaking 17-30 April	147.00
30/4	Castle Water	Water	169.54
30/4	Admin	April 2021	94.05
			653.36

Income

1/4	J. Beans	March Hall Hire	1200.00
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Income – Reserve Account

1 April 2021	3.18
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31.2 Balance on all accounts as at 30 April 2021

Bean Parish Council

Current Account	9680.47
Reserve Account	20869.19
Petty Cash	58.49
	30608.15

Bean Village Hall

Current Account	13765.12
Petty Cash	170.42
	13935.54

31.3 KALC Membership

Members APPROVED membership of the above at a net cost of £471.56 (£466.94 2020-2021)

31.4 Receipt and review of Internal Audit Report

Will take place at an Extraordinary Meeting of the Council to be called by the Chairperson before 30th June.

31.5 Financial Year 2020-2021 – Annual Governance and Accountability Return 2019/20 Part 3**31.5.1 Section 1 – Annual Governance Statement 2020/21**

	<p>To be completed at an Extraordinary Meeting of the Council to be called by the Chairperson before 30th June.</p> <p>31.5.2 Section 2 – Accounting Statement 2020/21</p> <p>To be completed at an Extraordinary Meeting of the Council to be called by the Chairperson before 30th June.</p>	
32	<p><u>Items of interest</u></p> <p>32.1 The Chairperson expressed his thanks to the local resident who has kindly undertaken the mowing and strimming of the grass banking opposite Bean Village Shop</p>	

There being no further business the Chairperson closed the meeting at 9.10 pm

Chair..... Date

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ANNUAL MEETING OF
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