

**MINUTES**  
**BEAN PARISH COUNCIL**  
**Monday 17<sup>th</sup> October 2022**  
**at 7pm**  
**at**  
**Bean Village Hall**

**Present:** Cllr. K Clarke, Cllr. D Hammock, Cllr. A Munday (Vice Chair), Cllr. S Weeks

Mrs J Becket (Clerk)

In the absence of the Chair, Cllr Munday chaired the meeting.

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 will be taken as read.

	<b>Agenda Item</b>
<b>1</b>	<p><b><u>Apologies for absence</u></b>  Were received and accepted from Cllrs Bates and Burgin.</p>
<b>2</b>	<p><b><u>Declarations of interest</u></b>  <b>2.1</b> There were no updates to the Register of Interests  <b>2.2</b> There were no declarations of interest against an agenda item.</p>
<b>3.</b>	<p><b><u>Minutes</u></b>  <b>3.1</b> To APPROVE the Minutes of the Council Meeting held on Monday 26<sup>th</sup> September 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.</p> <p><b><i>RESOLVED:</i></b>  <b><i>That the Minutes of the Parish Council held on 26<sup>th</sup> September 2022 be approved and adopted as a true record</i></b></p>
<b>4</b>	<p><b><u>Matters Arising</u></b>  <b>4.1 Co-option for Casual Vacancy</b>  There remains one vacancy on the Council. Having followed due process as detailed in the Council's Co-Option Policy the Council may now co-opt, reference para 3.14 of the above policy.  <i>Should there be no applicants (2.8-2.10) councillors may nominate individuals to the Clerk who will check they fulfil the criteria and who will issue the nominee with an application form. The voting process (3.1 -3.11) is then applicable.</i>  No nominations had been received.</p> <p><b>4.2 The Queen's Green Canopy Memorial Tree Planting</b>  The Clerk advised that she had sought guidance on the most appropriate indigenous trees to plant in the area identified in Beacon Woods as the site for two trees and will report back to Council</p>

	<p><b>4.3 Book of Condolence in memory of HM The Queen II</b> The Clerk confirmed that the loose-leaf pages containing the signatures of those from the village offering their condolences will be archived together with the Council's papers.</p> <p><b>4.4 Remembrance Sunday 13<sup>th</sup> November 2022</b> Representatives from the Residents' Association, Bean Primary School, Bean Scouts and St. Nicholas Church, Southfleet have been invited to attend a short ceremony which will take place at 2pm at the Bean Memorial. Cllr. Weeks will purchase a wreath on behalf of the Council and the Clerk will produce an order of service.</p>
<b>5</b>	<p><b><u>Announcements from the Chair</u></b></p> <p><b>5.1</b> The Chair advised Councillors that the Clerk would be distributing quotations for fencing work at the recreation ground. As this had not been an agenda item due to the late receipt of the quotations the Council were not legally obliged to make a decision at this meeting unless Councillors were happy to so to do. Councillors confirmed that they would be happy to proceed with decision making on this item.</p>
<b>6</b>	<p><b><u>Community Rural Warden</u></b> No report</p>
<b>7</b>	<p><b><u>Correspondence</u></b> The following were noted.</p> <ul style="list-style-type: none"> <li>- Rural Bulletin 21, 27 September 4, 11 October</li> <li>- Information on CAS Projects (from Bluewater Forum Meeting). The Clerk was instructed to contact CAS to discuss if any of the projects could be brought to Bean.</li> </ul>
<b>8</b>	<p><b><u>KALC/SLCC/NALC</u></b></p> <p><b>8.1 September newsletter</b> was noted.</p> <p><b>8.2 KALC AGM</b> The KALC Annual General Meeting will be held on Saturday 19<sup>th</sup> November 2022 at Ditton Community Centre, Kilnbarn Road, Ditton, Aylesford, Kent, ME20 6AH commencing at 10.00 am. The Council will not be sending a representative.</p> <p><b>8.3 NALC Chief Executive's newsletter</b> was noted.</p>
<b>9.</b>	<p><b><u>Parish Forum</u></b></p> <p><b>9.1 Meeting held on 4<sup>th</sup> October 2022</b> Due to other commitments neither the Chair nor Clerk were able to attend the above meeting and apologies were tendered. We have since been advised that only the Clerk to S&amp;GTC, his Deputy Mayor and the Leader of DBC attended so the meeting was cancelled.</p> <p><b>9.2</b> The dates of future meetings are <b>Tuesday 17 January 2023</b> <b>Tuesday 4 April 2023</b></p>
<b>10</b>	<p><b><u>GDPR</u></b> No matters to consider at time of publication</p>

11	<p><b><u>Lower Thames Crossing</u></b> No matters to consider at time of publication</p>
12	<p><b><u>Consultations</u></b>  <b>12.1 Kent Country Parks Draft Strategy 2023-2028</b>  <a href="https://letstalk.kent.gov.uk/countryparksstrategy">https://letstalk.kent.gov.uk/countryparksstrategy</a>          Was received and noted.</p>
13	<p><b><u>Kent Police</u></b>  <b>13.1 Police and Crime Commissioner's Annual Policing Survey 2022</b>  <a href="https://www.smartsurvey.co.uk/s/PCC2022/">https://www.smartsurvey.co.uk/s/PCC2022/</a>  <b>13.2 Police Parish Update for September 2022</b>          It was noted that the only incident/good work reported for Bean throughout the month was.          • 22/09 – Page Close – Stolen Vehicle Located and Recovered  <b>13.3 PCSO provision in Bean</b>          It was noted that as from Saturday 8th October PCSO Andy Lewis will no longer be covering Bean ward as our local PCSO as he has left to progress as Police Constable from Monday 10th October.          PCSO Linda Prior will continue to be our point of contact.</p>
14	<p><b><u>Planning</u></b>  <b>The following were noted</b>  <b>14.1</b> Weekly planning lists from DBC including Planning Decisions taken under delegated powers  <b>14.2</b> Weekly planning lists from EDC</p>
15	<p><b><u>Highways</u></b>  <b>15.1 Parish Seminars</b>          Members received a report on the seminar attended by the Clerk on Thursday 13<sup>th</sup> October 2022. Copies of the presentations have been requested.  <b>15.2 Meeting with National Highways</b>          Following the cancellation of the meeting which was to have been held on 5<sup>th</sup> September, National Highways have not responded to requests to advise an alternative date.  <b>15.3 Fly tipping Sandy Lane</b>          28<sup>th</sup> September 2022 stretching the length of Sandy Lane from Claywood Lane to the junction with Park Corner Road.          The Council discussed at length the impact to residents when Sandy Lane is closed, or becomes impassable, due to fly-tipping and Cllr Hammock agreed that he would raise the matter again with DBC</p>
16	<p><b><u>Environmental Issues</u></b>  <b>16.1 Dog waste bag dispensers</b>          Cllrs Weeks and Clarke reported that replacement dispensers have been distributed throughout the village. New bags need to be ordered.</p>
17	<p><b><u>Footpaths</u></b>  <b>17.1</b> It was noted that the fly-tipping on DR25 on the track from School Lane leading to the junction with DR24 over the weekend of 1-2 October was reported to Kent Public</p>

	<p>Rights of Way Officer. The rubbish has now been cleared with the exception of some white goods items which had been thrown into the hedgerow. It was further noted that some of the associated packaging had the recipient's details and this and photos of the waste had also been sent to the PROW. No response has been received to date.</p> <p><b>17.2 DR25</b></p> <p>Councillors questioned why the 6-foot width of the track from School Lane to the Junction with DR24 is not being enforced. The Clerk will raise the matter with the PROW Officer.</p>
<b>18</b>	<p><b><u>Beacon Woods</u></b></p> <p><b>18.1 HE Landscaping project in Beacon Woods</b></p> <p>Awaiting response from National Highways/Balfour Beatty on outstanding issues:</p> <ul style="list-style-type: none"> <li>- The pegging of the perimeter logging for the car-parks</li> <li>- The provision of additional closing times for the Ladder sign</li> </ul> <p><b>18.2 FoBW</b></p> <p>No update.</p> <p><b>18.3 Fly-tipping at the vehicular entrance to Beacon Woods</b></p> <p>This took place the weekend of 1-2 October and was promptly reported to DBC. The Clerk wished to record her thanks to both DBC and Urbaser for arranging the prompt clearance on Tuesday 4<sup>th</sup> October.</p> <p><b>18.4 Tree work</b></p> <p>The quotations to remove a fallen tree and to carry out maintenance to trees overhanging adjacent land-owners property were noted and approved.</p> <p>The work will be invoiced to, and paid for by, Bean Parish Council who will be re-imbursed by The Friends of Beacon Woods.</p>
<b>19</b>	<p><b><u>Recreation Facilities</u></b></p> <p>The Council resolved to approve the following quotations subject to the previously agreed remedial work of back-filling the gaps between the fencing and the grassed area was carried out.</p> <p><b>19.1 Repairs to fencing behind goal post £720 + VAT</b></p> <p><b>19.2 Fixing of brackets to existing metal posts to secure retaining timbers.</b></p> <p>The original quote was £236. Council resolved that they should only pay 50% of this quotation as the bowing of the fence was due to the installation of the timbers.</p> <p><b><i>RESOLVED:</i></b></p> <p><b><i>That the following works be carried out:</i></b></p> <ul style="list-style-type: none"> <li>- <b><i>Replacement of 18m or 2.4 high weld mesh be replaced behind goal mouth be carried out at a cost of £720 + VAT</i></b></li> <li>- <b><i>24 x 50mm brackets be fixed to existing metal posts to secure retaining timbers at a cost of £118 + VAT</i></b></li> </ul> <p><b>19.2 Tree works on adjacent property</b></p> <p>The removal of trees on 1 Annie's Cottage's land on the boundary with the recreation ground was noted. The Clerk has spoken to the residents regarding H&amp;S and the protection for users of the recreation ground during the work.</p>
<b>20</b>	<p><b><u>Bean Village Hall</u></b></p> <p>No matters to consider at time of publication</p>

21	<p><b><u>Allotment Association</u></b> No matters to consider at time of publication</p>														
22	<p><b><u>Residents' Association</u></b>  <b>22.1</b> The minutes of the August meeting were noted.  <b>22.2</b> Members received a report from Cllr. Hammock on the meeting held on 5<sup>th</sup> September 2022. It was noted that the Association remains without a Chair.  <b>22.3</b> Meeting held on 3<sup>rd</sup> October 2022 – no report.</p>														
23	<p><b><u>Community Bus</u></b>  <b>23.1 Outstanding Invoice</b>  The Clerk confirmed that payment remains outstanding.</p> <p><b>RESOLVED:</b>  <i>That the Parish Council, via the Clerk, suggests to the Bean Bus Committee that the Council take over the Bank Mandate amendments and make the arrangements for the winding up of the Committee.</i></p>														
24	<p><b><u>Spirit's Rest</u></b> No report.</p>														
25	<p><b><u>Finance</u></b>  <b>25.1 Bank and Scribe reports up to 30 September 2022</b>  The following were noted</p> <ul style="list-style-type: none"> <li>- Co-op Bank transactions on all accounts 1- 30 September 2022</li> <li>- Bank reconciliation on all accounts</li> <li>- Monthly breakdown of receipts and payments</li> <li>- Net position by cost centre and code</li> <li>- Receipts and payments forecast</li> <li>- Summary of receipts and payments all cost centres and codes</li> <li>- Cost centre year comparisons</li> </ul> <p><b>25.2 Balance as at 30 September 2022 on all accounts</b>  <u>Bean Parish Council</u></p> <table border="1"> <tr> <td>Reserve Account</td><td>6485.79</td></tr> <tr> <td>Current Account (No. 1 account)</td><td>13983.72</td></tr> <tr> <td>Petty Cash</td><td>82.66</td></tr> <tr> <td><b>TOTAL</b></td><td><b>20,552.17</b></td></tr> </table> <p><u>Bean Village Hall</u></p> <table border="1"> <tr> <td>Current Account (No. 2 account)</td><td>19167.12</td></tr> <tr> <td>Petty Cash</td><td>76.37</td></tr> <tr> <td><b>TOTAL</b></td><td><b>19,243.49</b></td></tr> </table> <p><b>25.3 External Audit</b>  The following comment from PKF was noted.  Thank you for your email regarding the matter raised in our external report in respect of 2021/22 in respect of the failure to comply with Regulation 15 of the Accounts and Audit Regulations 2015. The matter has been raised as the date the AGAR was approved, as stated on the AGAR itself, was 13 June 2022. As the AGAR must be approved prior to the inspection period commencing, the date of commencement</p>	Reserve Account	6485.79	Current Account (No. 1 account)	13983.72	Petty Cash	82.66	<b>TOTAL</b>	<b>20,552.17</b>	Current Account (No. 2 account)	19167.12	Petty Cash	76.37	<b>TOTAL</b>	<b>19,243.49</b>
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	<p>could not have been the same day as the date of approval.</p> <p>As advised in our report, the smaller authority must answer ‘No’ to Assertion 4 of the Annual Governance Statement for 2022/23 and ensure that it makes proper provision for the exercise of public rights during 2023/24.</p>
<b>26</b>	<p><b><u>Items of interest</u></b></p> <p>None</p>

There being no further business the Chair closed the meeting at 8.45pm

**Chair**..... **Date** .....