

# Upper Beeding Parish Council

## Minutes of the Upper Beeding Council meeting held at Beeding & Bramber Village Hall on Tuesday 20<sup>th</sup> January 2026 commencing at 7pm

**Present:** Councillors: S Birnstingl, F Bull, P Bull, J Cannon, C Deadman, F Heaver, B Harber (UBPC Chair), T Kardos, S Teatum and C Warren.

**Also present:** Parish Clerk: Stephen Keogh

**C: 0126: 01      Apologies for absence**  
Apologies were received from Cllr J Edwards.  
County Councillor. P. Linehan.  
HDC Councillors: M Croker, R Noel.

**C: 0126:02      Declaration of Councillors personal or prejudicial interest**  
The Chairman reminded councillors that previous declarations still stand (as defined under the Localism Act 2011).

**C: 0126:03      Minutes of the last meeting**  
It was **RESOLVED** to approve the Minutes of the Full Council Meeting held on held on [Tuesday 16<sup>th</sup> December 2025](#)  
  
Proposed Cllr F Heaver seconded Cllr J Cannon and **AGREED**.

**C: 0126:04      Public Adjournment.**  
There were no Public in Attendance

**C: 0126:05      Update from County Councillor** – to receive a report from Councillor Paul Linehan.  
Cllr P Linehan was unavailable.

**C: 0126:06      Update from District Councillors.**  
The District Councillors were unavailable due to a planning meeting at Horsham District Council.

**C: 0126:07      Neighbourhood Warden Report**  
Councillors received and **NOTED** the monthly reports from [December 2025](#) provided by the Neighbourhood Wardens.  
Cllr. Harber stated that many of the issues in Upper Beeding appeared to welfare.

**C: 0126: 08      Riverside Pathway**  
The [Report](#) circulated with the agenda and the verbal update from the Clerk were **NOTED**.  
The Clerk updated the Members that the option of cycling can only be agreed if there is a way to access the route at both ends the bridge link was the entry route and that the car park at the Kings Head has been highlighted a potential exit route.

Members discussed the next stage of the pathway development project.

Cllr F Bull commented that the original idea for the pathway was for a footpath and not for cycling, the members of the working party may support the footpath rather than the cycling option.

Cllr Birnstingl was concerned that there were some dangerous areas which flood and could be concern for cyclists.

Cllr Harber stated that the route would not be suitable for cycling and that it should not be investigated.

The comments would be reported at the next Steyning Partnership W9 meeting.

It was **AGREED** that the next stage of the pathway improvements could be investigated but cycling would not be supported.

Proposed Cllr F Bull seconded Cllr J Cannon and **AGREED**.

Cllr Warren asked if there was any opportunity for the residents of Small Dole to enjoy the pathway and the riverside walk.

Members commented that there was a rote from Small Dole, mainly by New Hall Lane which allowed access to the river and the South Downs Way.

It had been recommended that the proposals for the development at the Land West of Shoreham Road could include the development of the route and allow residents the opportunity for this.

The Clerk was asked to contact Henfield Parish Council to ask for a joint group to use the section 106 or CIL funds for this project.

The people who developed the cycling and walking plan would also be asked to be involved.

**C: 0126: 09**

#### [Office Upgrade](#)

The [Report](#) circulated with the agenda and the verbal update from the Clerk were **NOTED**.

The Clerk stated that the JPYC would be providing their own equipment and furniture, but they would match the items provided by the Parish Council.

Cllr Kardos asked of a risk assessment had been conducted to show what was required.

The Clerk had not conducted the assessment but was aware that there was a need to provide a suitable seating and supports for the laptop and the correct keyboard etc.

Cllr Harber also supported the request as he felt that the previous office moves had not provided the best office experience and there is a good amount of funds available in the budget to do this.

Cllr Cannon was concerned that the prices quoted by the Clerk did not give her confidence that the items would be of sufficient quality.

Members **AGREED** that the there is a need to provide suitable new Furniture for the Office, the full £1,575 in the office equipment budget would be available.

Proposed Cllr S Birnstingl seconded Cllr T Kardos and **AGREED**.

**C: 0126: 10**

#### [Local Government Reorganisation](#)

The verbal update from the Clerk was **NOTED**.

The Clerk and some Members were attending the meeting on Wednesday 11<sup>th</sup> February at the Steyning Centre where there was to be an update on the subject.

The details would be circulated again.

**C:0126: 12**      **Clerks Report**

The Clerk's Report, circulated with the agenda, was **NOTED**.

The Clerk was asked to ensure that Sue Plautz was fully engaged in the provision of the tree.

**C: 0126: 14**      **Financial Update**

Income and Expenditure report ([summary](#) and [detailed](#)) to date. Councillors received and **NOTED** the reports to date.

**C:0126: 16**      **Bank Reconciliation**

Councillors received and **NOTED** the Bank Reconciliations for [December](#) 2025

**C:0126: 17**      **Payments List**

Councillors received and **NOTED** all payments made during [December](#) 2025 for £13,878.72 in and in accordance with the Financial Regulations.

**C: 0126: 18**      **Climate Matters**

Cllr F Bull updated the Members on the recent Climate Action Group meeting and the concerns that the need to be some more proactive actions taken.

There are some issues regarding the climate emergency and that there has been no major action taken to mitigate the issues raised.

The other issue is the subject climate resilience which needs to be highlighted and the effect on the residents.

**C: 0126:19**      **Correspondence**

Councillors received and noted the correspondence received during [December](#) 2025.

**C: 0126:20**      **Chair's Announcements**

Cllr Harber had attended the cemetery on Christmas Eve 2025 following a report that a tree had fallen due to the weather, there was damage to some headstones and ashes plots. The tree was made safe with fencing and tape, prior to the Christmas break and was removed in the days before New Year.

A quote is being sought for the repairs, and this will be reported to the Cemetery Committee in January.

**C: 0126:21**      **Matters raised by Councillors**

The following matters were raised by Councillors for discussion at future meetings:

**Cllr Heaver**

Asked if the Parish Council needed a plan to highlight the issues of flooding like Bramber Parish Council.

The Clerk was asked to find out what their plan includes.

**Cllr Teatum**

Highlighted the fact that the sump in The Bostal had been cleared and wondered if this had been carried out by WSCC or the resident.

**Cllr Kardos**

Wanted to highlight that he was in the process of finding out if the District Council could extend article 4 to include the camp site at Spring Farm.

He also wanted to ask if the Maintenance Manager could include Fulking in his weekly inspections and this would be charged to Fulking Council.

**Cllr Warren**

Vandals had damaged the Buncton Church and they may need funding to carry out the repairs. Members agreed that this can be investigated once the details are publicised.

**Cllr Cannon**

Asked for an update on the river erosion along the Adur north of the White Bridge.

There being no further business the meeting closed at 7.59pm

Signed:

Date: