

Upper Beeding Parish Council

Minutes of the Upper Beeding Council meeting held at Beeding & Bramber Village Hall on Tuesday 28th April 2026 commencing at 7pm

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

Also present: Parish Clerk: Stephen Keogh
Horsham District Councils: Martin Boffey and R Noel

C: 0426: 01 Apologies for absence

Apologies were received from Cllrs. S Teatum
County Councillor. P. Linehan.
HDC Councillors: M Croker

C: 0426:02 Declaration of Councillors personal or prejudicial interest

The Chairman reminded councillors that previous declarations still stand (as defined under the Localism Act 2011).

C: 0426:03 Minutes of the last meeting

It was **RESOLVED** to approve the Minutes of the Full Council Meeting held on held on [Tuesday 24th March 2026](#)

Proposed Cllr F Heaver seconded Cllr C Warren and **AGREED.**

C: 0426:04 Public Adjournment.

There were no questions from the Public.

C: 0426:05 Update from County Councillor.

Cllr P Linehan gave apologies.
It was noted this may be the final contact with Councillor Linehan due to forthcoming elections, members were asked to recognise service given.

C: 0426:06 Update from District Councillors.

Presented by Martin Boffey (Leader, Horsham District Council)

Local Plan Examination

The Local Plan examination has recommenced under a new inspector.
Key topics included housing need, housing supply, specialist housing (including affordable housing, Traveller sites), and employment land.
The Inspector confirmed that legal and procedural tests have been met; focus now is on plan soundness.

Removal of water neutrality constraints is likely to result in significantly increased housing allocations, potentially including:

Meeting Horsham District's full housing requirement Contributions to Crawley Borough's unmet need and contributions to South Coast unmet need.

Further consultation on major modifications is expected over the summer, with additional hearings likely in the autumn.

Cllr Noel added that he felt that the tone of the Local Plan inspector seemed to lead to a belief that the Mid Sussex and Horsham Local Plans should be completed together, which may indicate some coordination with neighbouring authorities.

There will be another consultation regarding increased sites in the summer months.

Cllr Harber stated that he had been aware that the previous inspector had indicated concern regarding the cooperation with Crawley Borough but was surprised that there was a concern with the coastal area.

Cllr Boffey stated that there was always a concern, but the potential for the new unitary authority may have added to the areas which need to be cooperated with.

New Strategic Authority / Devolution

The new Strategic Authority for Sussex and Brighton held its first meeting. Work has begun on governance arrangements and development of a strategic spatial and economic framework. Mayoral elections have been deferred, but the authority is now operational.

Community Governance Review

A Community Governance Review will commence shortly after the local elections. The initial six-week consultation will seek views on parish boundaries, councillor numbers and governance arrangements.

There are no predetermined outcomes; the review will consider best practice, as the last review was 13 years ago.

Members raised the importance of:

Community identity, The Clerk asked if there was any advice or guidance on the new Town Councils regarding size and numbers of residents etc. which may dictate the possibility for Parishes and Towns to expand etc.

Cllr Boffey explained that there has been no guidance or advice regarding the smaller authorities.

Boundary issues (notably Small Dole / Henfield)

Cllr Bull asked if Environmental considerations would be included as they were felt to be under-emphasised in white paper and the subjects covered by the first meeting of the new authority.

Members expressed concern about the scale of housing pressure and local government reorganisation.

Cllr Warren stated that he felt that there were a lot more issues that need to be dealt with before the reorganisation for the local authorities,

Cllr Boffey added that there was an economic reason for reorganisation, which may not be clear until further down the line. Less bureaucracy may simplify the services.

Cllr Bull reiterated that the environmental protection, flood risk, infrastructure capacity and the practicality of housebuilding targets were a concern.

Concerns were noted about the democratic gap that may emerge between parish councils and new unitary authorities.

Cllr Boffey explained that he was concerned that there is no emphasis on the climate and feels that nature recovery is an important subject.

Cllr Boffey was thanked for his attendance. His aim to visit all Parish Council in HDC area is appreciated.

C: 0426:07 Neighbourhood Warden Report

Councillors received and **NOTED** the [March](#) 2026 report.

Members welcomed the informative nature of the report and thanked wardens for their continued work, including responding to environmental and safety issues.

Upcoming community engagement event (late May, as part of the Steyning Festival) was highlighted, with involvement expected from emergency services and youth groups.

Members expressed appreciation for individuals who reported issues and supported wardens' work.

C: 0426: 08 Facilities Committee minutes for adoption by Full Council:

- i. It was **RESOLVED** to Adopt the minutes of the Facilities Committee Meeting Held on [Tuesday 14th April 2026](#).
Proposed Cllr F Heaver seconded Cllr Cannon and **AGREED**.
- ii. It was **RESOLVED** to Adopt the minutes of the Finance Committee Meeting held on [Tuesday 21st April 2026](#)
Proposed Cllr F Bull seconded Cllr Birnstingl and **AGREED**.

C: 0426: 09 Recommendations from The Facilities Committee

It was **RESOLVED** To Accept the recommendations from the Community Committee Meeting held on [Tuesday 14th April 2026](#).

Agreed that a structural survey of the Sports Hall should be undertaken before committing to long-term plans or expenditure.

Confirmed engagement with Henfield regarding potential allotment provision.

Noted that the Sports Hall is **not suitable for roller skating**.

Proposed Cllr F Heaver seconded Cllr Harber and **AGREED**.

C: 0426: 10 Recommendations from The Finance Committee.

It was **RESOLVED** To Accept the recommendations from the from the Finance Committee Meeting held on [Tuesday 21st April 2026](#).

Donations Policy: Clarified that donations to non-local organisations must demonstrate local benefit.

Attendance Policy: Agreed to continue the existing, inclusive approach rather than publishing detailed attendance scrutiny.

Proposed Cllr Warren seconded Cllr T Kardos and **AGREED**.

C: 0426: 11 Joint Parish Youth Committee

The [Report to March 2026](#) from the JPYC was **NOTED**.

Report received with appreciation.

Members welcomed the detail and quality of reporting.

Thanks were expressed to youth service staff for their work and openness.

Desire stated for regular updates, particularly as the current contract approaches its final year.

C: 0426: 12 **Clerks [Report](#)**

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

Skate Park: Progress ongoing; delays acknowledged. A further site meeting is planned with the contractor and stakeholders.

Cllr Edwards stated that she had received a message from the residents asking about the delay

Cllr Heaven had spoken to the 'Friends of Skatepark' group.

The Clerk is setting up a meeting between the Friends, the contractor and the Council. The Clerk reminded the Members that the contractor was a small operation and had been affected by health issues.

Cricket Club: Unsafe metal stakes to be replaced with safer plastic alternatives.

Annual Parish Meeting:

Scheduled for Wednesday 20 May, to be held in the main hall.

Presentation confirmed from Steyning Grammar School on school development.

Further speakers to be invited; publicity arrangements underway.

Riverside Footpath: Work progressing; next phase under consideration.

Assets / Community Asset Transfer:

Council awaiting clarity before submitting applications.

Members expressed concern about liabilities, resourcing and long-term control of assets.

Parish Magazine: May edition includes extended Parish Council coverage.

C:0426: 13 **Community Governance [Review](#)**

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

Members agreed further work is required.

It was **AGREED** that there should be the formation of a small working group to engage with Henfield Parish Council and report back.

The Members who showed interest were B Harber, C Warren, T Kardos and J Edwards.

Possibility of meetings with Henfield Parish Council and Steyning Parish Council, or online discussions, supported.

C: 0426: 14 **Financial Update**

Councillors received and **NOTED** the Income and expenditure Reports ([summary](#) and [detailed](#)) to date

Year-end position reported as favourable overall, despite some individual budget variances.

Cllr Harber asked for the Year-end cemetery accounts.

i. 2025/26 Annual Governance & Accountability Report

Councillors received and **NOTED** the Draft [AGAR](#).

ii. Internal Audit Report (Year End)

Councillors received and **NOTED** the [Auditors Report](#)
Auditor recommendations accepted.

C:0426: 16 Bank Reconciliation

Councillors received and **NOTED** the Bank Reconciliations for [March 2026](#)

C:0426: 17 Payments List

Councillors received and **NOTED** all payments made in [March 2026](#) for £57,856.41 in accordance with the Financial Regulations.

C: 0426: 18 Climate Matters

- i. Councillors received and **NOTED** the Joint Parish Climate Committee [Notes](#)
 - ii. Councillors received and **NOTED** the Southeast Climate Alliance Meeting [Notes](#)
- National Emergency Briefing film noted; local screening planned with Q&A.
Emphasis placed on:
Climate resilience
Emergency planning
Early engagement with new strategic and unitary authorities.
“Greening” group progressing toward charitable status.

C: 0426:19 Correspondence

Councillors received and noted the correspondence received during [March & April 2026](#).

C: 0426:20 Chair’s Announcements

Cllr Harber reported that she has carried out a risk assessment of the riverside pathway and will report on safety and accessibility.

Passing of Cllr Chilvers’ wife, Jean, was reported; an active parish supporter; condolences were expressed.

C: 0426:21 Matters raised by Councillors

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

Cllr Heaver

Commented that at Hogs Wallow, there is a planning enforcement concern regarding unauthorised developments and caravan siting on floodplain land.

Speedwatch activity reported as resumed.

Further planning enforcement follow-ups to be pursued.

Cllr Cannon

Stated that she had a contact who may be interested in providing a survey on the Sports Hall.

There being no further business the meeting closed at 8.35pm

Signed:

Date: