ACTIONS AGAINST RESOLUTIONS - REPORT 2025-2026						
DATE	MEETING	SUBJECT	MINUTE NUMBER	RESOLUTION	PROGRESS	DATE COMPLETED
14-May-25	Annual Council	Schedule of meetings	17	**Resolved**: Meeting schedule for 2025/26 approved. To be posted online and on the noticeboard.	Uploaded to website	Completed
14-May-25	Annual Council	Grant Applications	19	**Resolved**: £8400 awarded to Highcliffe Residents Association for Old School roof repairs, with the following to be con-firmed: • Works must comply with any necessary planning, heritage, or safety regulations. • HRA to provide confirmation of contractor engagement and schedule of works**.** **Resolved:** £10,000 awarded to Stir Events for Clifftop Music Festival, subject to Event documentation required, including, public liability insurance, Event management, Risk assessment and Income breakdown. A post-event summary/report to be submitted to the Council detailing outcomes and expenditure and any profit in funds are to be returned to the Council.	Work completed. Virement made to cover expenditure in Budget. Awaiting 2nd precept payment on 30th September to make payment. Paid Clerk has requested report 15/10/25	Completed Completed On Agenda for 12/11/25
11-Jun-25	Council	Community Defibrillators	38	**RESOLVED** for Community Defibrillators to be discussed at the next Amenities Committee meeting.	Amberwood Pub has agreed to have the defibrillator on its wall.	On-going
25-Jun-25	Amenities	Lakewood	50	**RESOLVED** for the Acting Clerk to source and purchase additional aerators under scheme of delegation and work with 'Friends of Lakewood' in getting these installed at Lakewood in suitable locations.	No longer required at present	Completed
25-Jun-25	Amenities	Old School	53	**RESOLVED** for the Acting Clerk to get some further information regarding the cost and extent of the work and to share the reports with HRA.	Reports shared	Completed

25-Jun-25	Amenities	Nea Meadows	54	**RESOLVED** for the Acting Clerk to make contact other companies who may be able to quote for dredging of the lake.	Awaiting further information	On-going
25-Jun-25	Amenities	Defibrillators	57	**RESOLVED** for the Acting Clerk to look gather some information of the installation and running costs of a new Defibrillator.	Amberwood Inn have agreed to facilitate	On-going
09-Jul-25	Council	Land at Roeshot Hill	81	**RESOLVED** to declare no interest in the land at Roeshot Hill, however reserve the right to object to any future planning applications.		Completed
13-Aug-25	Planning	Jesmond Wood Appeal	93	**RESOLVED** That the Clerk be delegated to prepare a response, in consultation with the Chair.	Response drafted and sent prior to deadline	Completed
27-Aug-25	Amenities	Defibrillators	114	**Resolved** that: **a)** Further investigation into a suitable location in Walkford for a defibrillator be carried out; **b)** Cllrs Skinner and Walters be appointed to find a suitable location and report back to the Committee; **c)** Council be recommended to allocate monies in the 2026-2027 budget, and: **d)** Council be recommended to consider of a defibrillator policy, once a location has been agreed.	Amberwood Inn have agreed to facilitate	On-going
27-Aug-25	Amenities	Bluebell Play Park	115	**Resolved** that the remedial works be authorised.	Instruction given to contractor	Completed
27-Aug-25	Amenities	Allotments	116	**Resolved** that the press release be approved for distribution and supplemented with any additional quotes considered in support by the Chair and Vice Chair of the Council.	Press release sent & on website and FB page. Was picked up by the Echo.	Completed
27-Aug-25	Amenities	Highcliffe recreation Ground	117	**Resolved** that the Clerk bring a report to the next Amenities Committee outlining all the implications of the asset transfer and a detailed impact assessment.	Delayed until October as awaiting valuation and other data from BCP	On-going

27-Aug-25	Amenities	St Mark's War memorial	118	**Resolved** that: **a)** The Clerk contact the Church; **b)** Council be recommended to allocate a suitable budget in the 2026-2027 financial year for war memorial renovation; **c)** Council be recommended to make a virement off £50 to Section 137 Grants in order that a wreath be purchased from the RBL.	Church has been contact and awaiting response from Warden as to whether a faculty is required. Virement for RBL Wreath made. Rotary have stepped in to manage the project and pay for the refurbishment. Wreath purchased.	Completed
10-Sept-25	Council	Proper Officer	140	**Resolved** that Vanessa Ricketts be appointed as Proper Officer of the council.	Clerk is now signing agendas	Completed
10-Sept-25	Council	Finance	142	Members were advised that the current Grants budget has been overspent, a balance of £8500 for the roof repairs needs to be covered, and the £50.00 to cover the cost of the wreath for Remembrance Sunday. Members noted the budget report. Members debated this and it was. **Resolved** that £12,000 be transferred from the project's budget (Highcliffe Pavilion) into the Grants budget.	Virement made	Completed
10-Sept-25	Council	Local Government Pension Scheme (LGPS)	144	**Resolved** for the Assistant Clerk to be enrolled in the LGPS.	Payroll advised	Completed
10-Sept-25	Council	IT Policy	146	**Resolved** that the IT Policy be accepted with the following amendment - Section 12- to add additional wording as the Clerk, the IT administrator.	IT policy on website and out for all Members to sign	Completed
10-Sept-25	Council	Bank Mandate	147	**Resolved** for Cllr D Martin to be the third signatory.	Cllr Martin has signed mandate. Awaiting confirmation from bank	Completed
10-Sept-25	Council	Grounds Maintenance Service Level Agreement (SLA)	148	**Resolved** to accept the SLA from BCP Council for the Grounds Maintenance, which will be signed by the Chair and Clerk.	Signed and sent back to BCP	Completed

10-Sept-25	Council	Highcliffe Paths Project Funding requirement	149	**Resolved** to commit £10,000 towards this project to come from the CIL budget.	Advised Financial Officer	Completed
10-Sept-25	Council	Amenities Officer	151	**Resolved** to accept the job description of the Amenities Officer	Interviews 1 Oct – Appointed and commenced duties 13 October	Completed
24-Sept-25	Amenities	Walkford Road Allotment Association (WRAA) – request	160	**RESOLVED** that:- a) A grant be given to WRAA and that it may be used to pay for the insurance required; b) The contract be changed to run from April 2024-April 2020 c) The Clerk be authorised to pay a grant of £1200 upon written assurance from WRAA that the contract will be signed	Awaiting written assurance	On-going
24-Sept-25	Amenities	Site signage	161	**RESOLVED** that the Clerk come bring a report back to the Committee with designed for the signs.	Awaiting budget approval	On-going
24-Sept-25	Amenities	Nea Meadows	163	**RESOLVED** that the contract of the clearance work at the car park copse be awarded to the cheapest quoting contractor at a cost of £960.	Contract awarded and work scheduled for January	On-going
8-Oct-25	Council	Finance	182	Clerk to arrange a budget workshop **RESOLVED** that £60,000 remain in the Council's current account to cover costs and invoices for the next few months and £52,000 be transferred to the CCLA account.	Workshop took place on 29 October	Completed
8-Oct-25	Council	Highcliffe Food and Arts Festival	184	**RESOLVED** that a grant of £15,000 be awarded to the Highcliffe Food and Arts Festival (LGA1972 s145).	Paid	Completed

8-Oct-25	Council	Health and Safety Insurance and Consultation Service	188	**RESOLVED** to accept the quotation from Worknest. (Local Government (Miscellaneous Provisions) Act 1976 s.19)	Contract awarded – Clerk negotiated discount.	Completed
22-Oct-25	Amenities	Christmas Update	195	**RESOLVED** that the quotation for the Christmas installation works be approved (**Local Government Act 1972, s.144)**	Contract awarded and work scheduled	Completed
22-Oct-25	Amenities	Old School	197	**RECOMMENDED to Council** that it approves the transfer in principle. (Local Government (Miscellaneous Provisions) Act 1976 s.19)	On agenda 12 November 2025	Completed
22-Oct-25	Amenities	Wingfield Rec and Pavilion	198	**RESOLVED** that: a) The running costs be noted; b) The repairs and dragons' teeth costs of £666.00 be approved (Open Spaces Act 1906, ss.9, 10); c) The CCTV quotation of £2,280 to provide two additional cameras and system upgrade be approved (Open Spaces Act 1906, ss.9, 10); d) That a report detailing costings and feasibility of a basketball court be brought to a future meeting; e) That the Clerk write to the complainant and provide an update on the discussion at Committee.	All successful quotes action and work scheduled. Waiting on budget for basketball court	Ongoing
22-Oct-25	Amenities	Tree Surveys	199	**RESOLVED** that: a) Contractor B be approved to carry out works as per the schedule at a combined cost of £1640.00 **(Public Health Act 1875, s.164);**	Successful contractor appointed and work scheduled	Completed

				b) Contractor A be approved to carry out the additional works at Wingfield as set out at a cost of £910.00; c) Any felled trees be replaced in the future		
22-Oct-25	Amenities	Nea Meadows	200	**RESOLVED** that the contract of the clearance work at the car park copse be awarded to the approved contractor at a cost of £1220. (Open Spaces Act 1906, ss.9, 10)	Successful contractor appointed and work scheduled	Completed