Highcliffe and Walkford Parish Council,

Old School,
254 Lymington Road,
Highcliffe BH23 5ET

Full Council Meeting Agenda

Wednesday 2nd September 2026 at 18:30pm

All members of the council: A Martin (Vice-Chair), T Butcher, R Ede, D Martin, W McNeill, J Webster, S Skinner, S Walter, B Hutchings and S Slatter are summoned, **and the public invited**, to attend the **Full Council** meeting of **Highcliffe and Walkford Parish Council** to be held on

Wednesday 2nd September 2026, 18:30pm at **254 Lymington Road BH23 5ET**

Vanessa Ricketts FSLCC, Clerk and RFO

Agenda

1. **To elect the Chair of Highcliffe and Walkford Parish Council for the remainder of the municipal year 2026-2027.** (LGA 1972 s15 (1)).

   Following the resignation of Cllr Sofianos, to call for nominations and elect a Chair. Upon election the Chair will sign the Declaration of Acceptance of Office.

2. **To elect the Vice Chair of Highcliffe and Walkford Parish Council for the remainder of the municipal year 2026-2027.** (LGA 1972 s15 (6)).

   If required, to call for nominations and elect a Vice Chair. Upon election the Vice Chair will sign the Declaration of Acceptance of Office.

3. **Apologies for absence**

   To consider and resolve to accept apologies for absence given with reason (LGA 1972 s85(3)).

4. **Declarations of interest**

   To receive any declarations of interests from members in respect of the agenda items below (Localism Act 2011, s31).

5. **Minutes of meeting previous meetings:**

   a) To resolve to accept and sign the minutes of the previous Full Council meeting of 8th July 2026 as a true and accurate record. (LGA 1972, Sch12, para 41(1).

   b) To resolve to accept and sign the minutes of the Extraordinary Council meeting of 5th August 2026 as a true and accurate record. (LGA 1972, Sch12, para 41(1).

6. **Chair's remarks**

   To receive comments from the Chair on matters pertaining to the Council.

7. **Public representations**

   To receive any public representation in accordance with Standing Order 3. The period of time designated for public participation at a meeting shall not exceed 15 minutes unless directed by the Chair of the meeting, and a member of the public shall not speak for more than 5 minutes.

8. Casual Vacancy – Co-Option

To fill the current vacancy on the Parish Council for the Highcliffe Ward, following the resignation of Cllr John Webster, in accordance with the Council's adopted co-option policy (**attached**).

9. Committee Membership

To consider membership of Amenities Committee and Planning Committee due to the current vacancies following the resignation of Cllr Sofianos.

10. BCP Councillors' Reports

To receive reports from BCP Unitary members (3 minutes per member).

11. Resolutions Report **Attached**

To receive the clerk's written report on actions against Council and Committee resolutions.

12. Finance

a) To receive and approve the schedule of Accounts and current bank balance**.** **Attached**
b) To receive and approve the Chair to authorise the bank reconciliation **Attached**

13. Quarter 1 Budget Monitoring Report **Attached**

To receive and consider the April-June budget monitoring report.

14. Investment Policy **Attached**

To review the Council's Investment Policy.

15. Bank Mandate

To agree an additional signatory on the Council's bank accounts following the resignation of Cllr Sofianos.

16. Health and Safety Report **Attached**

To receive the Council's Health and Safety Audit report and agree the action plan.

17. Safeguarding Policy **Attached**

To adopt a Safeguarding Policy as required by under the Health and Safety audit.

18. Nea Meadows Licenses

To consider the Council's licenses in respect of access to Nea Meadows.

19. Nature Village **Attached**

To consider the report on the Nature Village project.

20. Grant Applications **Attached**

To consider the grant applications received in accordance with the Council's approved policy (**attached**).

21. Matters for Consideration

For report, information or for the agenda at the next meeting. Councils cannot lawfully decide items of business which are not specified in the summons/agenda (LGA1972 sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119).

22. Delegated Decisions

To note the delegated decision made by the Clerk and RFO since the last meeting.

23. Exclusion of the Press and Public

To resolve to exclude the press and public due to the confidential nature of the following business. (Public Bodies (Admission to Meetings) 1960, s1 (2))

24. Jesmond Wood

To receive an update on the current situation regarding Jesmond Wood and consider the Council's response and agree any actions.

25. Date of the Next Meeting

To note that the next scheduled meeting will be held on 14th October 2026 at 6.30pm.