



**HALE PARISH COUNCIL**  
OF THE HALTON BOROUGH IN  
THE COUNTY OF CHESHIRE



**DATED THIS TWENTY EIGHTH DAY OF JUNE 2023  
MEMBERS OF HALE VILLAGE HALL MANAGEMENT COMMITTEE  
ARE HEREBY SUMMONED TO ATTEND AN ORDINARY MEETING  
TO BE HELD IN HALE VILLAGE HALL, HIGH STREET,  
HALE, HALTON L24 4AE  
AT 7.30 PM ON THE THIRD DAY OF JULY 2023  
TO TRANSACT BUSINESS AS SHOWN IN THE AGENDA.**

This meeting is to be held, adhering to the legislation of the Coronavirus Act 2020

**Note to Councillors:**

If you are unable to attend the meeting, please notify the clerk of your apologies either by e-mail [clerk@haleparishcouncil.gov.uk](mailto:clerk@haleparishcouncil.gov.uk) or telephone 07803611222.

A handwritten signature in black ink, appearing to be 'B. Hargreaves'.

**Mr. Brian Hargreaves**  
**Clerk and Responsible Financial Officer**

**Note to Public**

*Members of the public wishing to address the Council should note that they must advise the Clerk before 10am on the day of the meeting both of their wish to participate in the public forum and their topic. If residents fail to inform the clerk prior to the meeting, permission to speak at the meeting will be at the discretion of the Chairman. All participants are restricted to a maximum of three minutes. If the public wish to ask the Council questions, please note that the Council may not be able to answer the question if the Council has not considered or resolved the question on an agenda item at a prior meeting. Should this be the case, the Council will advise correspondence with the Clerk to request the item should be discussed at a future Parish Council meeting. If the question is considered outside the remit of Hale Parish Council, residents will be referred to Halton Borough Council.*

## MEETING AGENDA

1. **Apologies** - To receive apologies
2. **Declarations of Interest** - To receive declarations of interest.
3. **Minutes** – To approve the Minutes of the Ordinary Meeting on 5<sup>TH</sup> June 2023
4. **End of Year accounts** - April 1<sup>st</sup> 2022 – March 31<sup>st</sup> 2023 –To receive the reconciled bank statement and summary of receipts & payments and to accept them as an accurate record and comparison against budget
5. **Health & Safety**
  - i. Gas Utility Update by Cllr Brown
  - j. Electricity Update by the Clerk
  - k. To arrange a date for the delivery of Health & Safety training for the employees of Hale Parish Council by P Turton
  - l. Incident Log Update – To Review Incident 020 and agree action.
  - m. To Agree a schedule for building audit dates.
  - n. To Suggest one room/area/document to audit every quarter year, starting July 2023.
  - o. To agree a review of the following documents –
    - Q3 Store Room/Main Hall
    - Q4 Kitchen/welfare facilities
    - Q1 Foyer/external
    - Q2 Store Room fire extinguisher.
  - p. Fire Alarm testing – To agree to ask the Caretaker to sign Fire Alarm Testing record
  - q. Intruder alarm, access code, propose that this is changed every 2 months.
  - r. Key Box access.
  - s. Keyholder Policy – To review and approve the Keyholder Policy
6. **Site Audit** – To review any outstanding issues (from page 11- Item 38 onwards) from the audit conducted by Cllr J Brown and P Platt on 30<sup>th</sup> December 2022 and address any outstanding actions
7. **Charity Commission** – To agree a course of action for the submission of the correct accounts required by the Charity Commission and to agree the required changes to the Trust Deeds & TOR's.
  - i. Charity Commission reporting. - 233 days overdue at the time of writing.

j. Trust Deed and Terms of Reference document review

8. **Terms & Conditions of Hire** - to approve the updated terms and conditions of hire compiled by P. Platt.
9. **Public Participation** - To adjourn the meeting for a period of public participation.

*\* Please note that anybody wishing to comment should raise their hand, wait to be acknowledged and should address the meeting through the Chair.*

10. **Future Meetings** - To agree a date for the next Village Hall Management Committee Meeting.



# HALE PARISH COUNCIL

OF THE HALTON BOROUGH IN  
THE COUNTY OF CHESHIRE



## DRAFT MINUTES OF THE ORDINARY MEETING OF HALE VILLAGE HALL MANAGEMENT COMMITTEE HELD AT HALE VILLAGE HALL ON MONDAY 5<sup>TH</sup> JUNE 2023 AT 7.30pm

Present: Cllr Mitchell, Cllr King, Cllr Brown, N. Thompson, P Turton, P Platt,

G Wright

In attendance: Mr Brian Hargreaves (Proper Officer) & 9 Members of the Public

The Chair informed the meeting that she would be recording the business being transacted in accordance with Standing Orders ref 1. m

1. **Apologies** – Apologies from Cllr Cleary were received by the Clerk
2. **Declarations of Interest** – Paul Turton expressed an interest in item 7:1
3. **Minutes** – With a minor amendment to item 7. iv. the minutes of the Hale Village Hall Committee Ordinary meeting on 2<sup>nd</sup> May 2023 were approved as a true and accurate account

Proposed by Noreen Thompson and seconded by Cllr King

**The Motion was approved**

4. **Public Participation** – The Chair allowed P Platt to speak regarding the composition of the meeting agendas. He enquired about the items included and asked who compiled the business to be transacted. He was extremely critical of the content and questioned the fulfillment of a number of agreed actions resulting from discussions. The Clerk explained that as the Proper officer he was able to oversee any actions taken but that his work schedule did not allow for him to complete the tasks personally. He suggested that the majority of the tasks identified should be addressed by the Committee. He went on to explain that since he had been employed by Hale Parish Council he had compiled the agenda in conjunction with the previous Chairman. He accepted that the agenda for future meetings should be reviewed and agreed by the current Chair prior to the meetings.



- 5. Payments & Receipts** - The list of payments and receipts made between 9<sup>th</sup> March 2023 and 31st March 2023 as recorded in the cash book record which has been reconciled against the Bank statements to these dates, all payments having been made under Financial Regulation 6.4 as detailed were accepted as a true record.

Proposed by Cllr King and Seconded Noreen Thompson

**The Motion was approved**

- 6. End of year Accounts – 2022 – 2023** – It was agreed to defer this item until the Ordinary meeting on July 3<sup>rd</sup> 2023

Proposed by Cllr Mitchell and Seconded Cllr King

**The Motion was approved**

- 7. Health & Safety** –

- i. **Training Update** – It was agreed to accept Health & Safety training programme no. 2 at £60 per person (6 Hr Course) offered by Paul Turton for all 4 employees of Hale Parish Council (Hale Village Hall)

Proposed by Cllr King and seconded by Cllr Brown

**The Motion was approved**

- ii. **Gas Utilities Update** – Cllr Brown gave an update about the current situation regarding the Gas supply to the Village Hall. It was confirmed that the Gas supply will need to be disconnected formally and then re-instated before a new Utility supplier can be appointed. The Clerk agreed to pay the disconnection fee as a matter of urgency.

Architects Derek Cox and Peter Gerrard were available to offer help, advice and their recollections of the actions that were taken in respect of

the building of the New Hall and its handover. Mr. Cox provided a folder with relevant documents to assist in trying to establish who was responsible for installing the gas supply to the existing meter. They both confirmed that the building had been officially signed off by the building controller. It was requested that the Clerk inform the Charity Commission regarding the Issue with the Gas utility supply.

- **At this point Gary Wright gave his apologies and left the meeting to address a work commitment**
- **The Chair formally thanked Peter Gerrard and Derek Cox for their assistance and their recollections.**

iii. **Electricity Utility Update** – The Clerk confirmed that Southern Electric had recently taken £1702.18 as payment for Electricity used since the Parish Council employed Utility Aid to manage usage. The Chair enquired about the amount taken which does not appear to match the original agreed commitment. The Clerk agreed to contact Utility Aid for clarification.

iv. **Incident Log** –

- i. **Incident 017** - has been addressed and an investigation by Cadent is now underway. A disconnection fee has been agreed and paid by Hale Village Hall Committee.
- ii. **Incident 018** - has been addressed and the water heater is now repaired. P Platt asked the Clerk why this issue was not addresses as a “matter of urgency” The Clerk informed him of some health issues regarding the Plumber and explained that a second contractor was employed as soon as practicable. The Clerk agreed to inform the management Committee of any similar issues in the future.
- iii. **Incident 019** – It was resolved that P Platt would install signage advising against the wedging open of any fire doors

within the Village Hall at all times. The new terms and conditions of hire will also advise accordingly.

iv. **Incident 20** – The Clerk agreed to have the serving hatch roller shutters tested and certified by a suitable contractor. A schedule for checking at regular intervals will be agreed with the contractor.

v. **Alarm Testing** - The Alarm test book is held in the Cleaners cupboard and is always available for review and inspection. P Platt agreed that he has reviewed the testing book recently and is happy with the record. He stated that he would like to see a signature next to the confirmation of testing.

**8. Terms & Conditions of Hire** – The updated copy of terms & conditions of Hire for all hirers of Hale Village Hall will be approved at the July meeting provided there are no further amendments required

**9.** It was agreed that the next meeting of the Village Hall Committee will take place on

**Monday 3<sup>rd</sup> July at 7.30pm.**

A meeting of the Parish Council as trustees of Hale Village Hall was agreed for

**Monday 26<sup>th</sup> June at 7.30pm**

**The Meeting was closed at 9.45pm**

## Hale Village Hall

## Transactions for Unity Trust Bank Current A/C

Voucher	Date	Chq/Rec No.	Description	Supplier	Total	Balance	Cashed date
			<b>STARTING BALANCE</b>			<b>26,430.95</b>	
6	01/04/2022		Electricity	Scottish Power	-186.92	26,244.03	29/04/2022
12	01/04/2022		Rates	Halton BC	-144.00	26,100.03	10/05/2022
1	04/04/2022		Hall Rental	Ruth Nickson	20.00	26,120.03	04/04/2022
1	04/04/2022		Strimmer	Sam Turner & Son	-449.00	25,671.03	04/04/2022
2	05/04/2022		Hall Rental	Martin P&F Roys	5.00	25,676.03	05/04/2022
4	05/04/2022		Intruder/Fire Alarm Maintenance	FIS Solutions	-43.00	25,633.03	29/04/2022
3	06/04/2022		Hall Rental	JL Smith	20.00	25,653.03	06/04/2022
4	06/04/2022		Hall Rental	RE Seipelt	85.00	25,738.03	06/04/2022
5	08/04/2022		Hall Rental	McGregor	144.00	25,882.03	08/04/2022
6	11/04/2022		Hall Rental	Ruth Nickson	22.00	25,904.03	11/04/2022
7	12/04/2022		Hall Rental	JL Smith	20.00	25,924.03	12/04/2022
2	12/04/2022		Water	Water Plus	-118.47	25,805.56	12/04/2022
7	12/04/2022		Flagpole	Flagpole Express	-280.20	25,525.36	22/06/2022
3	19/04/2022		Hall Internet/Wifi	BT Group	-44.94	25,480.42	19/04/2022
8	20/04/2022		Hall Rental	Christian Con UK	561.00	26,041.42	20/04/2022
14	21/04/2022		Cleaning Service	EW Carpet & Uph	-30.00	26,011.42	10/05/2022
9	25/04/2022		Hall Rental	Ruth Nickson	23.00	26,034.42	25/04/2022
10	25/04/2022		Hall Rental	C Main	40.00	26,074.42	25/04/2022
11	25/04/2022		Hall Rental	EJ Gibbins	112.00	26,186.42	25/04/2022
12	25/04/2022		Hall Rental	JL Smith	20.00	26,206.42	25/04/2022
13	25/04/2022		Hall Refund	Hale Village Hall	-400.00	25,806.42	01/06/2022
13	26/04/2022		Hall Rental	L McCully	336.00	26,142.42	26/04/2022
11	28/04/2022		HMRC	Salaries	-109.00	26,033.42	29/04/2022
9	28/04/2022		Cleaner	Salaries	-574.34	25,459.08	29/04/2022
10	28/04/2022		Caretaker	Salaries	-395.20	25,063.88	29/04/2022
8	28/04/2022		Bookings Officer	Salaries	-812.50	24,251.38	29/04/2022
15	29/04/2022		Hall Rental	Hale Parish Council	88.00	24,339.38	29/04/2022
16	29/04/2022		Hall Rental	Hale Parish Council	18.00	24,357.38	29/04/2022
17	03/05/2022		Hall Rental	Ruth Nickson	23.00	24,380.38	03/05/2022
18	04/05/2022		Hall Rental	Martin P&F Roys	24.00	24,404.38	04/05/2022
19	04/05/2022		Hall Rental	C Fisher	10.00	24,414.38	04/05/2022
5	05/05/2022		Intruder/Fire Alarm Maintenance	FIS Solutions	-43.00	24,371.38	22/06/2022
20	09/05/2022		Hall Rental	Ruth Nickson	23.00	24,394.38	09/05/2022
22	10/05/2022		Hall Rental	Activity Co.	48.00	24,442.38	10/05/2022
23	10/05/2022		Hall Rental	Art Group (Chequer	220.00	24,662.38	10/05/2022
21	10/05/2022		Hall Rental	JL Smith	20.00	24,682.38	10/05/2022
24	16/05/2022		Hall Rental	S Scullion	48.00	24,730.38	16/05/2022
25	16/05/2022		Hall Rental	M Neto Gulinelli	22.50	24,752.88	16/05/2022
18	16/05/2022		HMRC	Salaries	-107.00	24,645.88	01/06/2022
17	16/05/2022		Cleaner	Salaries	-578.34	24,067.54	01/06/2022
16	16/05/2022		Caretaker	Salaries	-395.20	23,672.34	01/06/2022
15	16/05/2022		Bookings Officer	Salaries	-812.50	22,859.84	01/06/2022
26	17/05/2022		Hall Rental	JL Smith	20.00	22,879.84	17/05/2022
27	18/05/2022		Hall Rental	R Owen	64.00	22,943.84	18/05/2022
20	18/05/2022		Hall Internet/Wifi	BT Group	-44.94	22,898.90	18/05/2022
29	19/05/2022		Hall Rental	Mersey Wave Chc	224.00	23,122.90	19/05/2022
28	19/05/2022		Hall Rental	Knitting Club	30.00	23,152.90	19/05/2022
30	20/05/2022		Hall Rental	C Forbes	40.00	23,192.90	20/05/2022
33	23/05/2022		Hall Rental	Ruth Nickson	23.00	23,215.90	23/05/2022
31	23/05/2022		Hall Rental	A Singh	150.00	23,365.90	23/05/2022
32	23/05/2022		Hall Rental	L McCully	336.00	23,701.90	23/05/2022
23	23/05/2022		Repairs	Plannet Plumbing	-193.44	23,508.46	22/06/2022
34	24/05/2022		Hall Rental	Francis Doyle	288.00	23,796.46	24/05/2022
35	25/05/2022		Hall Rental	McGregor	240.00	24,036.46	25/05/2022

## Hale Village Hall

### Transactions for Unity Trust Bank Current A/C

Voucher	Date	Chq/Rec No.	Description	Supplier	Total	Balance	Cashed date
			<b>STARTING BALANCE</b>			<b>26,430.95</b>	
36	26/05/2022		Hall Rental	Halton BC	300.00	24,336.46	26/05/2022
24	26/05/2022		Cleaning Materials	Freemans Industri	-97.14	24,239.32	26/05/2022
40	30/05/2022		Hall Rental	Martin P&F Roys	24.00	24,263.32	30/05/2022
39	30/05/2022		Hall Rental	Christian Con UK	60.50	24,323.82	30/05/2022
38	30/05/2022		Hall Rental	Ruth Nickson	23.00	24,346.82	30/05/2022
37	30/05/2022		Hall Rental	Agnieszka Bednar	208.00	24,554.82	30/05/2022
19	30/05/2022		Water	Water Plus	-55.03	24,499.79	30/05/2022
22	30/05/2022		Hall Rental	Hale Youth Centre	-20.00	24,479.79	22/06/2022
21	05/06/2022		Intruder/Fire Alarm Maintenance	FIS Solutions	-43.00	24,436.79	22/06/2022
25	05/06/2022		Hall Internet/Wifi	BT Group	-44.94	24,391.85	20/06/2022
41	06/06/2022		Hall Rental	Ruth Nickson	23.00	24,414.85	06/06/2022
43	06/06/2022		Hall Rental	JL Smith	20.00	24,434.85	06/06/2022
42	06/06/2022		Hall Rental	E Mancini	48.00	24,482.85	06/06/2022
44	13/06/2022		Hall Rental	Ruth Nickson	23.00	24,505.85	13/06/2022
26	13/06/2022		Water	Water Plus	-54.37	24,451.48	13/06/2022
45	14/06/2022		Hall Rental	JL Smith	20.00	24,471.48	14/06/2022
46	17/06/2022		Hall Rental	Ruth Nickson	23.00	24,494.48	17/06/2022
47	20/06/2022		Hall Rental	JL Smith	20.00	24,514.48	20/06/2022
48	23/06/2022		Hall Rental	L McCully	312.00	24,826.48	23/06/2022
49	23/06/2022		Hall Rental	Knitting Club	96.00	24,922.48	23/06/2022
50	23/06/2022		Hall Rental	V C Whitehouse	40.00	24,962.48	23/06/2022
29	24/06/2022		Garden Waste Recycling	Halton BC	-111.00	24,851.48	27/06/2022
27	24/06/2022		Village Hall supplies	Jewson	-271.20	24,580.28	27/06/2022
28	24/06/2022		Hall Refund	C Main	-50.00	24,530.28	27/06/2022
51	27/06/2022		Hall Rental	Hale Parish Council	220.00	24,750.28	27/06/2022
52	27/06/2022		Hall Rental	International Jnr V	72.00	24,822.28	27/06/2022
54	27/06/2022		Hall Rental	JL Smith	20.00	24,842.28	27/06/2022
53	27/06/2022		Hall Rental	A L Woof	32.00	24,874.28	27/06/2022
30	28/06/2022		Bookings Officer	<b>Salary</b>	-812.50	24,061.78	29/06/2022
35	28/06/2022		Intruder/Fire Alarm Maintenance	FIS Solutions	-43.00	24,018.78	29/06/2022
31	28/06/2022		Cleaner	<b>Salary</b>	-576.34	23,442.44	29/06/2022
32	28/06/2022		Caretaker	<b>Salary</b>	-395.20	23,047.24	29/06/2022
33	28/06/2022		HMRC	Hale Parish Council	-107.00	22,940.24	29/06/2022
55	29/06/2022		Hall Rental	Martin P&F Roys	30.00	22,970.24	29/06/2022
56	29/06/2022		Hall Rental	J Burns	1.00	22,971.24	29/06/2022
58	30/06/2022		Hall Rental	Ruth Nickson	23.00	22,994.24	30/06/2022
57	30/06/2022		Hall Rental	J Burns	48.00	23,042.24	30/06/2022
34	30/06/2022		Bank Charges	Unity Bank	-18.00	23,024.24	30/06/2022
59	04/07/2022		Hall Rental	Ruth Nickson	23.00	23,047.24	04/07/2022
61	05/07/2022		Hall Rental	JL Smith	20.00	23,067.24	05/07/2022
60	05/07/2022		Hall Rental	A L Woof	40.00	23,107.24	05/07/2022
62	08/07/2022		Hall Rental	Katherine Smith	360.00	23,467.24	08/07/2022
63	11/07/2022		Hall Rental	Ruth Nickson	23.00	23,490.24	11/07/2022
64	11/07/2022		Hall Rental	JL Smith	20.00	23,510.24	11/07/2022
65	11/07/2022		Hall Rental	A L Woof	32.00	23,542.24	11/07/2022
36	13/07/2022		Water	Water Plus	-40.63	23,501.61	13/07/2022
66	18/07/2022		Hall Rental	Ruth Nickson	20.00	23,521.61	18/07/2022
67	18/07/2022		Hall Rental	R Cullen	90.00	23,611.61	18/07/2022
37	18/07/2022		Hall Internet/Wifi	BT Group	-44.94	23,566.67	18/07/2022
68	19/07/2022		Hall Rental	Francis Doyle	192.00	23,758.67	19/07/2022
69	20/07/2022		Hall Rental	A L Woof	32.00	23,790.67	20/07/2022
71	25/07/2022		Hall Rental	Ruth Nickson	20.00	23,810.67	25/07/2022
72	25/07/2022		Hall Rental	A L Woof	40.00	23,850.67	25/07/2022
70	25/07/2022		Hall Rental	Vaug Ltd.	90.00	23,940.67	25/07/2022

## Hale Village Hall

## Transactions for Unity Trust Bank Current A/C

Voucher	Date	Chq/Rec No.	Description	Supplier	Total	Balance	Cashed date
			<b>STARTING BALANCE</b>			<b>26,430.95</b>	
73	26/07/2022		Hall Rental		7.50	23,948.17	26/07/2022
74	27/07/2022		Hall Rental	Hale Parish Council	39.00	23,987.17	27/07/2022
75	27/07/2022		Hall Rental	Hale Parish Council	12.00	23,999.17	27/07/2022
76	27/07/2022		Hall Rental	D Foster	112.00	24,111.17	27/07/2022
42	31/07/2022		Cleaner	Salary	-576.34	23,534.83	31/07/2022
39	31/07/2022		Caretaker	Salary	-395.20	23,139.63	31/07/2022
38	31/07/2022		HMRC	Salary	-107.00	23,032.63	31/07/2022
40	31/07/2022		Repairs	Graham Wainwright	-100.00	22,932.63	31/07/2022
41	31/07/2022		Bookings Officer	Salary	-812.50	22,120.13	31/07/2022
77	01/08/2022		Hall Rental	A L Woof	40.00	22,160.13	01/08/2022
79	03/08/2022		Hall Rental	Martin P&F Roys	24.00	22,184.13	03/08/2022
78	03/08/2022		Hall Rental	Activity Co.	60.00	22,244.13	03/08/2022
81	04/08/2022		Hall Rental	Repayment	112.00	22,356.13	04/08/2022
82	04/08/2022		Hall Rental	Repayment	15.00	22,371.13	04/08/2022
80	04/08/2022		Hall Rental	Ruth Nickson	20.00	22,391.13	04/08/2022
83	04/08/2022		Hall Rental	C Coughlan	48.00	22,439.13	04/08/2022
85	05/08/2022		Hall Rental	Martin P&F Roys	3.00	22,442.13	05/08/2022
84	05/08/2022		Hall Rental	A Walsh	72.00	22,514.13	05/08/2022
86	08/08/2022		Hall Rental	Ruth Nickson	20.00	22,534.13	08/08/2022
87	08/08/2022		Hall Rental	L McCully	336.00	22,870.13	08/08/2022
88	08/08/2022		Hall Rental	DL Hughes	72.00	22,942.13	08/08/2022
89	09/08/2022		Hall Rental	A L Woof	32.00	22,974.13	09/08/2022
44	09/08/2022		Intruder/Fire Alarm Maintenance	FIS Solutions	-43.00	22,931.13	09/08/2022
45	09/08/2022		Bank Transfer	Hale Parish Council	-227.65	22,703.48	09/08/2022
43	09/08/2022		Hall Rental	PPL PRS Licence	-164.48	22,539.00	09/08/2022
90	11/08/2022		Hall Rental	Francis Doyle	144.00	22,683.00	11/08/2022
91	15/08/2022		Hall Rental	Ruth Nickson	20.00	22,703.00	15/08/2022
92	18/08/2022		Hall Rental	Christian Con UK	80.00	22,783.00	18/08/2022
93	18/08/2022		Hall Rental	C Helsby	60.00	22,843.00	18/08/2022
46	18/08/2022		Hall Internet/Wifi	BT Group	-44.94	22,798.06	18/08/2022
94	23/08/2022		Hall Rental	I Mills	72.00	22,870.06	23/08/2022
48	23/08/2022		Cleaning Materials	Freemans Industri	-106.97	22,763.09	23/08/2022
49	23/08/2022		Cleaning Materials	Freemans Industri	-108.00	22,655.09	23/08/2022
47	23/08/2022		Replacement Hoover	Amazon	-149.99	22,505.10	23/08/2022
50	23/08/2022		HMRC	HMRC	-268.99	22,236.11	23/08/2022
54	25/08/2022		Cleaner	Salary	-576.34	21,659.77	25/08/2022
51	25/08/2022		Caretaker	Salary	-395.20	21,264.57	25/08/2022
52	25/08/2022		Salary	Salary	-107.00	21,157.57	25/08/2022
53	25/08/2022		Bookings Officer	Salary	-812.50	20,345.07	25/08/2022
95	26/08/2022		Hall Rental	Prayer Power Net	1,075.00	21,420.07	26/08/2022
97	30/08/2022		Hall Rental	Ruth Nickson	44.00	21,464.07	30/08/2022
96	30/08/2022		Hall Rental	A L Woof	80.00	21,544.07	30/08/2022
104	01/09/2022		Hall Rental	Martin P&F Roys	30.00	21,574.07	01/09/2022
98	01/09/2022		Hall Rental	A Singh	123.00	21,697.07	01/09/2022
55	01/09/2022		Intruder/Fire Alarm Maintenance	FIS Solutions	-43.00	21,654.07	01/09/2022
56	01/09/2022		Ink Cartridges	Stinky Ink	-118.97	21,535.10	01/09/2022
99	05/09/2022		Hall Rental	Ruth Nickson	22.00	21,557.10	05/09/2022
100	05/09/2022		Hall Rental	L McCully	312.00	21,869.10	05/09/2022
101	06/09/2022		Hall Rental	E Doran	117.00	21,986.10	06/09/2022
102	07/09/2022		Hall Rental	P Wright	9.00	21,995.10	07/09/2022
103	07/09/2022		Hall Rental	S C Wood	81.00	22,076.10	07/09/2022
106	09/09/2022		Hall Rental	Christian Con UK	473.00	22,549.10	09/09/2022
107	09/09/2022		Hall Rental	Christian Con UK	496.00	23,045.10	09/09/2022
108	09/09/2022		Hall Rental	Christian Con UK	693.00	23,738.10	09/09/2022

## Hale Village Hall

## Transactions for Unity Trust Bank Current A/C

Voucher	Date	Chq/Rec No.	Description	Supplier	Total	Balance	Cashed date
			<b>STARTING BALANCE</b>			<b>26,430.95</b>	
105	09/09/2022		Hall Rental	Art Group (Chequ	242.00	23,980.10	09/09/2022
145	09/09/2022		Hall Rental	Mal Spargo	52.00	24,032.10	09/09/2022
109	12/09/2022		Hall Rental	Badea C&L	112.00	24,144.10	12/09/2022
110	12/09/2022		Hall Rental	Badea C&L	3.00	24,147.10	12/09/2022
111	13/09/2022		Hall Rental	JL Smith	24.00	24,171.10	13/09/2022
57	13/09/2022		Water	Water Plus	-31.54	24,139.56	13/09/2022
113	14/09/2022		Hall Rental	Mersey Wave Cho	448.00	24,587.56	14/09/2022
112	14/09/2022		Hall Rental	C Helsby	4.00	24,591.56	14/09/2022
58	15/09/2022		TV Licence	TV Licence	-159.00	24,432.56	15/09/2022
114	20/09/2022		Hall Rental	Ruth Nickson	22.00	24,454.56	20/09/2022
115	20/09/2022		Hall Rental	James Anderson	54.00	24,508.56	20/09/2022
116	20/09/2022		Hall Rental	National Associati	220.00	24,728.56	20/09/2022
117	20/09/2022		Hall Rental	Vintage Buyers Cl	88.00	24,816.56	20/09/2022
59	20/09/2022		Hall Internet/Wifi	BT Group	-45.54	24,771.02	20/09/2022
118	21/09/2022		Hall Rental	A L Woof	40.00	24,811.02	21/09/2022
140	21/09/2022		Hall Rental	Francis Doyle	192.00	25,003.02	21/09/2022
139	21/09/2022		Hall Rental	Hale Ladies	45.00	25,048.02	21/09/2022
138	21/09/2022		Hall Rental	Oddfellows	80.00	25,128.02	21/09/2022
141	21/09/2022		Hall Rental	D Hazlehurst	60.00	25,188.02	21/09/2022
142	22/09/2022		Hall Rental	National Associati	100.00	25,288.02	22/09/2022
143	23/09/2022		Hall Rental	MF Allen	104.00	25,392.02	23/09/2022
119	27/09/2022		Hall Rental	A L Woof	48.00	25,440.02	27/09/2022
134	27/09/2022		Hall Rental	JL Smith	24.00	25,464.02	27/09/2022
123	27/09/2022		Hall Rental	Sudep Action	18.00	25,482.02	27/09/2022
60	27/09/2022		Hall Maintenance	Graham Wainwrigl	-140.00	25,342.02	27/09/2022
61	27/09/2022		Hall Maintenance	Graham Wainwrigl	-665.00	24,677.02	27/09/2022
124	28/09/2022		Hall Rental	Mr Gavin	127.00	24,804.02	28/09/2022
62	28/09/2022		Caretaker	<b>Salary</b>	-395.20	24,408.82	28/09/2022
65	28/09/2022		Cleaner	<b>Salary</b>	-576.34	23,832.48	28/09/2022
64	28/09/2022		Bookings Officer	<b>Salary</b>	-812.50	23,019.98	28/09/2022
63	28/09/2022		HMRC	<b>Salary</b>	-107.00	22,912.98	28/09/2022
125	30/09/2022		Hall Rental	LJ Bolger	63.00	22,975.98	30/09/2022
126	30/09/2022		Hall Rental	Rebecca Walsh	54.00	23,029.98	30/09/2022
66	30/09/2022		Bank Charges	Unity Bank	-18.00	23,011.98	30/09/2022
128	03/10/2022		Correction	duplicate		23,011.98	30/10/2022
127	03/10/2022		Hall Rental	Ruth Nickson	44.00	23,055.98	03/10/2022
120	06/10/2022		Hall Rental	A L Woof	48.00	23,103.98	06/10/2022
131	07/10/2022		Hall Rental	Martin P&F Roys	24.00	23,127.98	07/10/2022
129	10/10/2022		Hall Rental	Ruth Nickson	22.00	23,149.98	10/10/2022
133	10/10/2022		Hall Rental	JL Smith	44.00	23,193.98	10/10/2022
135	10/10/2022		Hall Rental	L McCully	274.00	23,467.98	10/10/2022
132	10/10/2022		Hall Rental	M Dutton	54.00	23,521.98	10/10/2022
136	11/10/2022		Hall Rental	McGregor	160.00	23,681.98	11/10/2022
137	12/10/2022		Hall Rental	Val Borlase	55.00	23,736.98	12/10/2022
67	13/10/2022		Water	Water Plus	-40.63	23,696.35	13/10/2022
121	14/10/2022		Hall Rental	A L Woof	32.00	23,728.35	14/10/2022
130	17/10/2022		Hall Rental	Ruth Nickson	22.00	23,750.35	17/10/2022
144	17/10/2022		Hall Rental	JL Smith	24.00	23,774.35	17/10/2022
122	17/10/2022		Hall Rental	A L Woof	32.00	23,806.35	17/10/2022
68	18/10/2022		Hall Internet/Wifi	BT Group	-53.94	23,752.41	18/10/2022
146	20/10/2022		Hall Rental	Hale Parish Coun	107.00	23,859.41	20/10/2022
147	20/10/2022		Hall Rental	Twilight Dancing	63.00	23,922.41	20/10/2022
75	20/10/2022		Intruder/Fire Alarm Maintenance	FIS Solutions	-86.00	23,836.41	20/10/2022
73	20/10/2022		Village Hall supplies	Freemans Industri	-61.30	23,775.11	20/10/2022



## Hale Village Hall

## Transactions for Unity Trust Bank Current A/C

Voucher	Date	Chq/Rec No.	Description	Supplier	Total	Balance	Cashed date
			<b>STARTING BALANCE</b>			<b>26,430.95</b>	
74	20/10/2022		Village Hall supplies	Freemans Industri	-360.00	23,415.11	20/10/2022
69	20/10/2022		Repairs	Repayment	-19.53	23,395.58	20/10/2022
72	20/10/2022		Subscription	Repayment	-266.26	23,129.32	20/10/2022
70	20/10/2022		Repairs	Plannet Plumbing	-170.88	22,958.44	20/10/2022
71	20/10/2022		Repairs	Jewsons	-82.85	22,875.59	20/10/2022
148	21/10/2022		Hall Rental	Activity Co.	40.00	22,915.59	21/10/2022
149	21/10/2022		Hall Rental	Activity Co.	80.00	22,995.59	21/10/2022
150	24/10/2022		Hall Rental	Ruth Nickson	22.00	23,017.59	24/10/2022
151	25/10/2022		Hall Rental	A L Woof	32.00	23,049.59	25/10/2022
152	28/10/2022		Hall Rental	Francis Doyle	96.00	23,145.59	28/10/2022
79	28/10/2022		Cleaner	Salary	-576.34	22,569.25	28/10/2022
78	28/10/2022		Caretaker	Salary	-395.20	22,174.05	28/10/2022
80	28/10/2022		HMRC	Salary	-107.00	22,067.05	28/10/2022
76	28/10/2022		Ink Cartridges	Stinky Ink	-118.97	21,948.08	28/10/2022
77	28/10/2022		Bookings Officer	Salary	-812.50	21,135.58	28/10/2022
153	31/10/2022		Hall Rental	Mr P K & Mrs CVV	290.00	21,425.58	31/10/2022
154	01/11/2022		Hall Rental	C Forbes	88.00	21,513.58	01/11/2022
156	03/11/2022		Hall Rental	Martin P&F Roys	18.00	21,531.58	03/11/2022
155	03/11/2022		Hall Rental	L McCully	264.00	21,795.58	03/11/2022
157	07/11/2022		Hall Rental	JL Smith	24.00	21,819.58	07/11/2022
160	14/11/2022		Hall Rental	JL Smith	24.00	21,843.58	14/11/2022
158	14/11/2022		Hall Rental	A Mahdi	72.00	21,915.58	14/11/2022
159	14/11/2022		Hall Rental	A L Woof	64.00	21,979.58	14/11/2022
81	14/11/2022		Water	Water Plus	-39.96	21,939.62	14/11/2022
161	16/11/2022		Hall Rental	Ruth Nickson	22.00	21,961.62	16/11/2022
82	18/11/2022		Hall Internet/Wifi	BT Group	-48.22	21,913.40	18/11/2022
162	21/11/2022		Hall Rental	JL Smith	24.00	21,937.40	21/11/2022
163	22/11/2022		Hall Rental	I & A McLoughlin	48.00	21,985.40	22/11/2022
164	24/11/2022		Hall Rental	Ruth Nickson	22.00	22,007.40	24/11/2022
165	24/11/2022		Hall Rental	Opera Viva Merse	244.00	22,251.40	24/11/2022
166	25/11/2022		Hall Rental	D Gleave	104.00	22,355.40	25/11/2022
168	28/11/2022		Hall Rental	JL Smith	24.00	22,379.40	28/11/2022
167	28/11/2022		Hall Rental	Kelsie Gillan	72.00	22,451.40	28/11/2022
85	28/11/2022		Salary	Salary	-576.34	21,875.06	28/11/2022
83	28/11/2022		Salary	Salary	-395.20	21,479.86	28/11/2022
86	28/11/2022		Salary	Salary	-812.50	20,667.36	28/11/2022
84	28/11/2022		HMRC	Hale Village Hall	-106.32	20,561.04	28/11/2022
169	29/11/2022		Hall Rental	C Forbes	88.00	20,649.04	29/11/2022
170	02/12/2022		Hall Rental	Martin P&F Roys	18.00	20,667.04	02/12/2022
171	05/12/2022		Hall Rental	Lakes & Rivers	90.00	20,757.04	05/12/2022
172	06/12/2022		Hall Rental	Ruth Nickson	22.00	20,779.04	06/12/2022
173	06/12/2022		Hall Rental	JL Smith	24.00	20,803.04	06/12/2022
174	09/12/2022		Hall Rental	Francis Doyle	144.00	20,947.04	09/12/2022
175	13/12/2022		Hall Rental	JL Smith	24.00	20,971.04	13/12/2022
176	13/12/2022		Hall Rental	A L Woof	132.00	21,103.04	13/12/2022
87	13/12/2022		Water	Water Plus	-40.63	21,062.41	13/12/2022
177	15/12/2022		Hall Rental	L McCully	350.00	21,412.41	15/12/2022
178	19/12/2022		Hall Rental	C Forbes	66.00	21,478.41	19/12/2022
88	19/12/2022		Hall Internet/Wifi	BT Group	-49.14	21,429.27	19/12/2022
179	20/12/2022		Hall Rental	R J Shinnick	80.00	21,509.27	20/12/2022
95	20/12/2022		HMRC	Hale Parish Council	-106.32	21,402.95	20/12/2022
96	20/12/2022		Village Hall supplies	A Kierman	-510.72	20,892.23	20/12/2022
91	20/12/2022		Repairs	Mobile Phone Wor	-77.95	20,814.28	20/12/2022
180	21/12/2022		Hall Rental	Hale Parish Council	55.50	20,869.78	21/12/2022



## Hale Village Hall

## Transactions for Unity Trust Bank Current A/C

Voucher	Date	Chq/Rec No.	Description	Supplier	Total	Balance	Cashed date
			<b>STARTING BALANCE</b>			<b>26,430.95</b>	
92	22/12/2022		Cleaning Materials	Freemans Industri	-133.05	20,736.73	22/12/2022
181	23/12/2022		Hall Rental	Hale Parish Council	510.72	21,247.45	23/12/2022
89	23/12/2022		Intruder/Fire Alarm Maintenance	FIS Solutions	-43.00	21,204.45	23/12/2022
90	23/12/2022		Hall Maintenance	Classic Lifts	-72.00	21,132.45	23/12/2022
93	23/12/2022		Repairs	Graham Wainwright	-415.00	20,717.45	23/12/2022
182	28/12/2022		Hall Rental	Daniel Myers	96.00	20,813.45	28/12/2022
97	28/12/2022		Cleaner	Hale Parish Council	-576.34	20,237.11	28/12/2022
98	28/12/2022		Caretaker	Hale Parish Council	-395.20	19,841.91	28/12/2022
99	28/12/2022		Bookings Officer	Hale Parish Council	-812.50	19,029.41	28/12/2022
94	31/12/2022		Bank Charges	Unity Bank	-18.00	19,011.41	31/12/2022
183	03/01/2023		Hall Rental	Activity Co.	200.00	19,211.41	03/01/2023
184	03/01/2023		Hall Rental	B Mitchell	144.00	19,355.41	03/01/2023
185	04/01/2023		Hall Rental	Mersey Wave Club	336.00	19,691.41	04/01/2023
186	09/01/2023		Hall Rental	Martin P&F Roys	12.00	19,703.41	09/01/2023
187	09/01/2023		Hall Rental	Vickie Lloyd	94.00	19,797.41	09/01/2023
188	10/01/2023		Hall Rental	JL Smith	24.00	19,821.41	10/01/2023
189	10/01/2023		Hall Rental	A L Woof	112.00	19,933.41	10/01/2023
190	10/01/2023		Hall Rental	Rebecca Fadden	375.00	20,308.41	10/01/2023
192	12/01/2023		Hall Rental	D Hazlehurst	40.00	20,348.41	12/01/2023
191	12/01/2023		Hall Rental	Toni McNamee	100.00	20,448.41	12/01/2023
100	12/01/2023		Water	Water Plus	-39.96	20,408.45	12/01/2023
193	13/01/2023		Hall Rental	Francis Doyle	192.00	20,600.45	13/01/2023
194	16/01/2023		Hall Rental	Football Performance	58.50	20,658.95	16/01/2023
195	16/01/2023		Hall Rental	JL Smith	24.00	20,682.95	16/01/2023
197	17/01/2023		Hall Rental	Art Group (Cheque)	264.00	20,946.95	17/01/2023
199	17/01/2023		Hall Rental	A L Woof	32.00	20,978.95	17/01/2023
198	17/01/2023		Hall Rental	Twilight Dancing	153.00	21,131.95	17/01/2023
196	18/01/2023		Hall Rental	W C Collins	112.00	21,243.95	18/01/2023
200	18/01/2023		Hall Rental	M A Murphy	90.00	21,333.95	18/01/2023
101	18/01/2023		Hall Internet/Wifi	BT Group	-49.14	21,284.81	18/01/2023
201	20/01/2023		Hall Rental	N Lathif	54.00	21,338.81	20/01/2023
203	23/01/2023		Hall Rental	Ruth Nickson	44.00	21,382.81	23/01/2023
202	23/01/2023		Hall Rental	I Mills	108.00	21,490.81	23/01/2023
204	24/01/2023		Hall Rental	JL Smith	24.00	21,514.81	24/01/2023
205	24/01/2023		Hall Rental	A L Woof	32.00	21,546.81	24/01/2023
103	25/01/2023		Intruder/Fire Alarm Maintenance	FIS Solutions	-43.00	21,503.81	25/01/2023
107	25/01/2023		Cleaner	Salary	-576.34	20,927.47	25/01/2023
105	25/01/2023		Fire Equipment Maintenance	H Roberts & Son Ltd	-70.80	20,856.67	25/01/2023
106	25/01/2023		Rock Salt	Repayment	-19.20	20,837.47	25/01/2023
104	25/01/2023		Equipment	P Turton	-33.58	20,803.89	25/01/2023
102	25/01/2023		Hall Refund	Rachel A Owen	-16.00	20,787.89	25/01/2023
109	26/01/2023		Caretaker	Salary	-395.20	20,392.69	26/01/2023
108	26/01/2023		Bookings Officer	Salary	-812.50	19,580.19	26/01/2023
110	26/01/2023		HMRC	Hale Village Hall	-106.32	19,473.87	26/01/2023
206	27/01/2023		Bank Transfer	Hale Parish Council	3,000.00	22,473.87	27/01/2023
207	30/01/2023		Hall Rental	C Forbes	88.00	22,561.87	30/01/2023
208	31/01/2023		Hall Rental	JL Smith	24.00	22,585.87	31/01/2023
209	31/01/2023		Hall Rental	Knitting Club	96.00	22,681.87	31/01/2023
210	01/02/2023		Hall Rental	MCA Fitness & Ev	75.00	22,756.87	01/02/2023
211	02/02/2023		Hall Rental	Football Performance	35.75	22,792.62	02/02/2023
212	03/02/2023		Hall Rental	Martin P&F Roys	24.00	22,816.62	03/02/2023
214	03/02/2023		Hall Rental	Ruth Nickson	22.00	22,838.62	03/02/2023
213	03/02/2023		Hall Rental	R Murugesan	142.00	22,980.62	03/02/2023
216	07/02/2023		Hall Rental	Francis Doyle	192.00	23,172.62	07/02/2023

## Hale Village Hall

### Transactions for Unity Trust Bank Current A/C

Voucher	Date	Chq/Rec No.	Description	Supplier	Total	Balance	Cashed date
			<b>STARTING BALANCE</b>			<b>26,430.95</b>	
215	07/02/2023		Hall Rental	JL Smith	24.00	23,196.62	07/02/2023
221	10/02/2023		Hall Rental	Freemen of Hale	488.00	23,684.62	10/02/2023
217	10/02/2023		Hall Rental	J Oliveira Gulinel	32.00	23,716.62	10/02/2023
222	13/02/2023		Hall Rental	Ruth Nickson	22.00	23,738.62	13/02/2023
219	13/02/2023		Hall Rental	Claudia Burke	88.00	23,826.62	13/02/2023
218	13/02/2023		Hall Rental	M Neto Gulinelli	44.00	23,870.62	13/02/2023
220	13/02/2023		Hall Rental	Aqui Ic	44.00	23,914.62	13/02/2023
111	13/02/2023		Water	Water Plus	-138.71	23,775.91	13/02/2023
223	20/02/2023		Hall Rental	Ruth Nickson	22.00	23,797.91	20/02/2023
224	20/02/2023		Hall Rental	A L Woof	144.00	23,941.91	20/02/2023
112	20/02/2023		Web Site	BT Group	-49.14	23,892.77	20/02/2023
226	21/02/2023		Hall Rental	Francis Doyle	144.00	24,036.77	21/02/2023
225	21/02/2023		Hall Rental	JL Smith	24.00	24,060.77	21/02/2023
227	22/02/2023		Hall Rental	L J Hudson	30.00	24,090.77	22/02/2023
228	22/02/2023		Hall Rental	J Arnaud	16.00	24,106.77	22/02/2023
229	23/02/2023		Hall Rental	National Associati	162.00	24,268.77	23/02/2023
230	27/02/2023		Hall Rental	Ruth Nickson	22.00	24,290.77	27/02/2023
231	27/02/2023		Hall Rental	JL Smith	24.00	24,314.77	27/02/2023
232	27/02/2023		Hall Rental	C Forbes	88.00	24,402.77	27/02/2023
114	27/02/2023		Intruder/Fire Alarm Maintenance	FIS Solutions	-43.00	24,359.77	27/02/2023
115	27/02/2023		Intruder/Fire Alarm Maintenance	FIS Solutions	-43.00	24,316.77	27/02/2023
113	27/02/2023		Cleaning Materials	Freemans Industri	-129.33	24,187.44	27/02/2023
117	27/02/2023		Keys Cut	Repayment	-12.80	24,174.64	27/02/2023
116	27/02/2023		Banqueting Roll	Repayment	-20.00	24,154.64	27/02/2023
233	28/02/2023		Hall Rental	Knitting Club	48.00	24,202.64	28/02/2023
121	28/02/2023		Cleaner	Salary	-576.34	23,626.30	28/02/2023
119	28/02/2023		Caretaker	Salary	-395.20	23,231.10	28/02/2023
118	28/02/2023		Bookings Officer	Salary	-812.50	22,418.60	28/02/2023
120	28/02/2023		HMRC	Salaries	-106.32	22,312.28	28/02/2023
234	01/03/2023		Hall Rental	A L Woof	48.00	22,360.28	01/03/2023
235	02/03/2023		Hall Rental	J Arnaud	16.00	22,376.28	02/03/2023
236	03/03/2023		Hall Rental	Martin P&F Roys	30.00	22,406.28	03/03/2023
237	03/03/2023		Hall Rental	W Nkrumah	473.00	22,879.28	03/03/2023
240	06/03/2023		Hall Rental	Hale Parish Council	12.00	22,891.28	06/03/2023
239	06/03/2023		Hall Rental	Ruth Nickson	22.00	22,913.28	06/03/2023
241	06/03/2023		Hall Rental	JL Smith	24.00	22,937.28	06/03/2023
238	06/03/2023		Hall Rental	M Neto Gulinelli	22.00	22,959.28	06/03/2023
243	07/03/2023		Hall Rental	A L Woof	64.00	23,023.28	07/03/2023
242	07/03/2023		Hall Rental	AD Ryan	48.00	23,071.28	07/03/2023
245	09/03/2023		Hall Rental	Knitting Club	279.00	23,350.28	09/03/2023
246	09/03/2023		Hall Rental	Twilight Dancing	63.00	23,413.28	09/03/2023
244	09/03/2023		Hall Rental	J Arnaud	16.00	23,429.28	09/03/2023
247	13/03/2023		Hall Rental	Ruth Nickson	22.00	23,451.28	13/03/2023
248	13/03/2023		Hall Rental	JL Smith	24.00	23,475.28	13/03/2023
122	14/03/2023		Water	Water Plus	-46.39	23,428.89	14/03/2023
249	16/03/2023		Hall Rental	A L Woof	32.00	23,460.89	16/03/2023
250	16/03/2023		Hall Rental	J Arnaud	16.00	23,476.89	16/03/2023
123	20/03/2023		Web Site	BT Group	-49.14	23,427.75	20/03/2023
251	21/03/2023		Hall Rental	JL Smith	24.00	23,451.75	21/03/2023
252	22/03/2023		Hall Rental	J Arnaud	16.00	23,467.75	22/03/2023
253	23/03/2023		Hall Rental	H Welsh	94.00	23,561.75	23/03/2023
254	27/03/2023		Hall Rental	McGregor	1.00	23,562.75	27/03/2023
255	27/03/2023		Hall Rental	C Forbes	88.00	23,650.75	27/03/2023
256	27/03/2023		Hall Rental	APSCCICO	336.00	23,986.75	27/03/2023

## Hale Village Hall

### Transactions for Unity Trust Bank Current A/C

Voucher	Date	Chq/Rec No.	Description	Supplier	Total	Balance	Cashed date
			<b>STARTING BALANCE</b>			<b>26,430.95</b>	
257	28/03/2023		Hall Rental	Knitting Club	48.00	24,034.75	28/03/2023
258	29/03/2023		Hall Rental	JL Smith	24.00	24,058.75	29/03/2023
260	30/03/2023		Hall Rental	Hale Parish Council	18.00	24,076.75	30/03/2023
259	30/03/2023		Hall Rental	J Arnaud	16.00	24,092.75	30/03/2023
124	30/03/2023		Salary	<b>Salary</b>	-395.20	23,697.55	30/03/2023
126	30/03/2023		Hall Refund	C Wright	-100.00	23,597.55	30/03/2023
125	30/03/2023		Bookings Officer	<b>Salary</b>	-812.50	22,785.05	30/03/2023
129	30/03/2023		Cleaner	<b>Salary</b>	-576.34	22,208.71	30/03/2023
127	30/03/2023		HMRC	<b>Salary</b>	-106.32	22,102.39	30/03/2023
128	30/03/2023		Hall Refund	A B Mitchell	-72.00	22,030.39	30/03/2023
130	31/03/2023		Bank Charges	Unity Bank	-18.00	22,012.39	31/03/2023
			<b>CLOSING BALANCE</b>			<b>22,012.39</b>	
				<b>Bank statement should show</b>		<b>£22,012.39</b>	

# Hale Village Hall

28 June 2023 (2022-2023)

## Summary of Receipts and Payments

All Cost Centres and Codes

### Expenditure

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1	Telephone / Internet /website				840.00	433.18	406.82	406.82 (48%)
2	Water				735.00	598.63	136.37	136.37 (18%)
6	Rates				320.00	144.00	176.00	176.00 (55%)
7	Subscriptions				475.00	625.78	-150.78	-150.78 (-31%)
8	Repairs & Maintenance				3,000.00	4,187.74	-1,187.74	-1,187.74 (-39%)
10	Refunds					638.00	-638.00	-638.00 (N/A)
11	Electricity				2,000.00	178.02	1,821.98	1,821.98 (91%)
21	Gas				2,500.00		2,500.00	2,500.00 (100%)
24	Capital Equipment					732.66	-732.66	-732.66 (N/A)
26	Salaries				26,000.00	22,458.55	3,541.45	3,541.45 (13%)
27	Contingency				5,000.00	20.00	4,980.00	4,980.00 (99%)
<b>SUB TOTAL</b>					<b>40,870.00</b>	<b>30,016.56</b>	<b>10,853.44</b>	<b>10,853.44 (26%)</b>

### Income

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
16	Room/Hall Hire	17,000.00	24,419.97	7,419.97				7,419.97 (43%)
17	Hale Parish Council Support	3,000.00	3,000.00			227.65	-227.65	-227.65 (-7%)
<b>SUB TOTAL</b>		<b>20,000.00</b>	<b>27,419.97</b>	<b>7,419.97</b>		<b>227.65</b>	<b>-227.65</b>	<b>7,192.32 (35%)</b>

### Summary

<b>NET TOTAL</b>	<b>20,000.00</b>	<b>27,419.97</b>	<b>7,419.97</b>	<b>40,870.00</b>	<b>30,244.21</b>	<b>10,625.79</b>	<b>18,045.76 (29%)</b>
<b>V.A.T.</b>					<b>1,454.32</b>		
<b>GROSS TOTAL</b>		<b>27,419.97</b>			<b>31,698.53</b>		

27Apr2023	03:14	G Wainwright		20.00	23,002.58
25Apr2023	06:25	B/P to: Halton BC Receipts	(76.00)		22,982.58
25Apr2023	06:25	B/P to: Freemans Ind. Sup.	(211.16)		23,058.58
25Apr2023	06:24	B/P to: G Wainwright	(60.00)		23,269.74
25Apr2023	06:24	B/P to: Plannet Plumbing	(48.00)		23,329.74
25Apr2023	06:23	B/P to: A B Mitchell	(55.35)		23,377.74
25Apr2023	03:18	HALE LADIES KNITTI		48.00	23,433.09
24Apr2023	18:34	SMITH JL		24.00	23,385.09
24Apr2023	18:34	EMILY GIDMAN		54.00	23,361.09
24Apr2023	10:59	J Arnaud		16.00	23,307.09
19Apr2023	08:39	J Arnaud		16.00	23,291.09
18Apr2023	06:18	Direct Debit (BT GROUP PLC)	(57.78)		23,275.09
17Apr2023	18:34	SMITH JL		24.00	23,332.87
17Apr2023	03:09	RUTH NICKSON		22.00	23,308.87
13Apr2023	06:18	Direct Debit (WATER PLUS)	(41.52)		23,286.87
11Apr2023	12:59	Mersey Wave C.i.c.		308.00	23,328.39
11Apr2023	07:29	MCNABB J/LDS		30.00	23,020.39
11Apr2023	09:39	CHRISTIAN CON UK		528.00	22,990.39
06Apr2023	11:19	Debora Biral		50.00	22,462.39
06Apr2023	10:19	FRANCIS DOYLE		64.00	22,412.39
05Apr2023	15:39	WOOF A L		144.00	22,348.39
05Apr2023	13:37	MARTIN P&F/ROYS		24.00	22,204.39
04Apr2023	13:38	INTERVAL RA T/AS		30.00	22,180.39
03Apr2023	10:51	RUTH NICKSON		66.00	22,150.39
03Apr2023	03:10	G Wainwright		72.00	22,084.39
31Mar2023	18:58	Service Charge	(18.00)		22,012.39
30Mar2023	06:29	B/P to: Mrs Kath Barnett	(576.34)		22,030.39
30Mar2023	06:29	B/P to: A B Mitchell	(72.00)		22,606.73
30Mar2023	06:28	B/P to: HMRC	(106.32)		22,678.73
30Mar2023	06:27	B/P to: C Wright	(100.00)		22,785.05
30Mar2023	06:27	B/P to: Sharyn Rangasamy	(812.50)		22,885.05
30Mar2023	06:27	HALE PARISH COUNCI		18.00	23,697.55
30Mar2023	06:26	B/P to: Mr Barry Crockett	(395.20)		23,679.55
30Mar2023	03:14	J Arnaud		16.00	24,074.75
29Mar2023	03:12	SMITH JL		24.00	24,058.75
28Mar2023	03:20	HALE LADIES KNITTI		48.00	24,034.75
27Mar2023	15:58	AP S C C I CO		336.00	23,986.75
27Mar2023	13:59	FORBES C		88.00	23,650.75
27Mar2023	13:59	MCGREGOR PS		1.00	23,562.75
23Mar2023	16:18	H Welsh		94.00	23,561.75
22Mar2023	03:11	J Arnaud		16.00	23,467.75
21Mar2023	07:28	SMITH JL		24.00	23,451.75
20Mar2023	06:19	Direct Debit (BT GROUP PLC)	(49.14)		23,427.75
16Mar2023	14:37	J Arnaud		16.00	23,476.89

16Mar2023	03:15	WOOF A L		32.00	23,460.89
14Mar2023	06:25	Direct Debit (WATER PLUS)	(46.39)		23,428.89
13Mar2023	18:34	SMITH JL		24.00	23,475.28
13Mar2023	18:34	RUTH NICKSON		22.00	23,451.28
09Mar2023	06:44	Credit	25	63.00	23,429.28
09Mar2023	06:44	Credit	24	279.00	23,366.28
09Mar2023	03:13	J Arnaud		16.00	23,087.28
07Mar2023	13:59	WOOF A L		64.00	23,071.28
07Mar2023	03:14	RYAN AD		48.00	23,007.28
06Mar2023	18:35	SMITH JL		24.00	22,959.28
06Mar2023	12:00	HALE PARISH COUNCI		12.00	22,935.28
06Mar2023	10:29	RUTH NICKSON		22.00	22,923.28
06Mar2023	04:48	GULINELLI NETO M		22.00	22,901.28
03Mar2023	11:49	W Nkrumah		473.00	22,879.28
03Mar2023	08:28	MARTIN P&F/ROYS		30.00	22,406.28
02Mar2023	03:21	J Arnaud		16.00	22,376.28
01Mar2023	03:45	WOOF A L		48.00	22,360.28
28Feb2023	07:23	B/P to: Mrs Kath Barnett	(576.34)		22,312.28
28Feb2023	07:12	B/P to: HMRC	(106.32)		22,888.62
28Feb2023	07:11	B/P to: Mr Barry Crockett	(395.20)		22,994.94
28Feb2023	07:04	B/P to: Sharyn Rangasamy	(812.50)		23,390.14
28Feb2023	03:30	HALE LADIES KNITTI		48.00	24,202.64
27Feb2023	18:33	FORBES C		88.00	24,154.64
27Feb2023	15:58	SMITH JL		24.00	24,066.64
27Feb2023	14:29	B/P to: B Hargreaves	(12.80)		24,042.64
27Feb2023	14:29	B/P to: B Hargreaves	(20.00)		24,055.44
27Feb2023	14:29	B/P to: FIS Int Solutions	(43.00)		24,075.44
27Feb2023	14:29	B/P to: FIS Int Solutions	(43.00)		24,118.44
27Feb2023	14:29	B/P to: Freemans Ind. Sup.	(129.33)		24,161.44
27Feb2023	10:15	RUTH NICKSON		22.00	24,290.77
23Feb2023	10:59	NATIONAL ASSOCIA		162.00	24,268.77
22Feb2023	11:59	J Arnaud		16.00	24,106.77
22Feb2023	10:50	HUDSON LJ		30.00	24,090.77
21Feb2023	16:20	FRANCIS DOYLE		144.00	24,060.77
21Feb2023	03:15	SMITH JL		24.00	23,916.77
20Feb2023	18:35	WOOF A L		144.00	23,892.77
20Feb2023	06:31	Direct Debit (BT GROUP PLC)	(49.14)		23,748.77
20Feb2023	16:10	RUTH NICKSON		22.00	23,797.91
13Feb2023	10:42	RUTH NICKSON		22.00	23,775.91
13Feb2023	06:53	Credit	23	488.00	23,753.91
13Feb2023	06:31	Direct Debit (WATER PLUS)	(138.71)		23,265.91
13Feb2023	13:19	AQUI IC /		44.00	23,404.62
13Feb2023	03:10	CLAUDIA BURKE		88.00	23,360.62
13Feb2023	03:10	GULINELLI NETO M		44.00	23,272.62

10Feb2023	18:34	J Oliveira Gulinel		32.00	23,228.62
10Feb2023	10:50	FRANCIS DOYLE		192.00	23,196.62
07Feb2023	03:16	SMITH JL		24.00	23,004.62
03Feb2023	12:49	RUTH NICKSON		22.00	22,980.62
03Feb2023	10:40	MURUGESAN R		142.00	22,958.62
03Feb2023	08:57	MARTIN P&F/ROYS		24.00	22,816.62
02Feb2023	18:35	FOOTBALL PERFORMAN		35.75	22,792.62
01Feb2023	15:11	MCA FITNESS AND EVENTS LTD		75.00	22,756.87
31Jan2023	03:22	HALE LADIES KNITTI		96.00	22,681.87
31Jan2023	03:18	SMITH JL		24.00	22,585.87
30Jan2023	18:34	FORBES C		88.00	22,561.87
27Jan2023	08:20	HALE PARISH COUNCI		3,000.00	22,473.87
26Jan2023	06:30	B/P to: HMRC	(106.32)		19,473.87
26Jan2023	06:30	B/P to: Mr Barry Crockett	(395.20)		19,580.19
26Jan2023	06:28	B/P to: Sharyn Rangasamy	(812.50)		19,975.39
26Jan2023	06:26	B/P to: Mrs Kath Barnett	(576.34)		20,787.89
25Jan2023	06:34	B/P to: B Hargreaves	(19.20)		21,364.23
25Jan2023	06:34	B/P to: H Roberts & Son Lt	(70.80)		21,383.43
25Jan2023	06:33	B/P to: Paul Turton	(33.58)		21,454.23
25Jan2023	06:28	B/P to: FIS Int Solutions	(43.00)		21,487.81
25Jan2023	06:27	B/P to: Rachel A Owen	(16.00)		21,530.81
24Jan2023	03:15	WOOF A L		32.00	21,546.81
24Jan2023	03:15	SMITH JL		24.00	21,514.81
23Jan2023	11:41	RUTH NICKSON		44.00	21,490.81
23Jan2023	10:31	I mills		108.00	21,446.81
20Jan2023	11:59	LATHIF N		54.00	21,338.81
18Jan2023	10:49	MURPHY M A		90.00	21,284.81
18Jan2023	06:22	Direct Debit (BT GROUP PLC)	(49.14)		21,194.81
17Jan2023	14:00	WOOF A L		32.00	21,243.95
17Jan2023	06:34	Credit	22	90.00	21,211.95
17Jan2023	06:34	Credit	21	63.00	21,121.95
17Jan2023	06:34	Credit	20	264.00	21,058.95
17Jan2023	03:17	COLLINS WC		112.00	20,794.95
16Jan2023	18:36	SMITH JL		24.00	20,682.95
16Jan2023	10:41	FOOTBALL PERFORMAN		58.50	20,658.95
13Jan2023	10:50	FRANCIS DOYLE		192.00	20,600.45
12Jan2023	10:40	D Hazelhurst		40.00	20,408.45
12Jan2023	09:29	Toni McNamee		100.00	20,368.45
12Jan2023	06:20	Direct Debit (WATER PLUS)	(39.96)		20,268.45
10Jan2023	15:01	Rebecca Fadden		375.00	20,308.41
10Jan2023	10:40	WOOF A L		112.00	19,933.41
10Jan2023	03:18	SMITH JL		24.00	19,821.41
09Jan2023	10:49	VICKIE LLOYD		40.00	19,797.41
09Jan2023	16:19	VICKIE LLOYD		54.00	19,757.41

09Jan2023	03:11	MARTIN P&F/ROYS		12.00	19,703.41
04Jan2023	03:17	Mersey Wave C.i.c.		336.00	19,691.41
03Jan2023	04:06	A Mitchell		144.00	19,355.41
03Jan2023	18:33	ACTIVITY CO T/AS		200.00	19,211.41
31Dec2022	19:09	Service Charge	(18.00)		19,011.41
28Dec2022	06:37	B/P to: Sharyn Rangasamy	(812.50)		19,029.41
28Dec2022	06:33	B/P to: Mr Barry Crockett	(395.20)		19,841.91
28Dec2022	06:32	B/P to: Mrs Kath Barnett	(576.34)		20,237.11
28Dec2022	11:09	Daniel Myers		96.00	20,813.45
23Dec2022	14:59	HALE PARISH COUNCI		510.72	20,717.45
23Dec2022	14:54	B/P to: G Wainwright	(415.00)		20,206.73
22Dec2022	14:31	B/P to: Freemans Ind. Sup.	(133.05)		20,621.73
21Dec2022	06:35	HALE PARISH COUNCI		55.50	20,754.78
20Dec2022	06:47	B/P to: Ann Kierman	(510.72)		20,699.28
20Dec2022	06:45	B/P to: HMRC	(106.32)		21,210.00
20Dec2022	06:44	B/P to: B Hargreaves	(77.95)		21,316.32
20Dec2022	06:38	B/P to: Classic Lifts	(72.00)		21,394.27
20Dec2022	06:35	B/P to: FIS Int Solutions	(43.00)		21,466.27
20Dec2022	03:22	SHINNICK RJ		80.00	21,509.27
19Dec2022	18:35	FORBES C		66.00	21,429.27
19Dec2022	06:34	Direct Debit (BT GROUP PLC)	(49.14)		21,363.27
15Dec2022	03:25	L McCully		350.00	21,412.41
13Dec2022	06:23	Direct Debit (WATER PLUS)	(40.63)		21,062.41
13Dec2022	03:15	WOOF A L		132.00	21,103.04
13Dec2022	03:15	SMITH JL		24.00	20,971.04
09Dec2022	12:59	FRANCIS DOYLE		144.00	20,947.04
06Dec2022	03:22	SMITH JL		24.00	20,803.04
06Dec2022	03:21	RUTH NICKSON		22.00	20,779.04
05Dec2022	11:49	Lakes & Rivers Ltd		90.00	20,757.04
02Dec2022	18:35	MARTIN P&F/ROYS		18.00	20,667.04
29Nov2022	10:50	FORBES C		88.00	20,649.04
28Nov2022	18:34	SMITH JL		24.00	20,561.04
28Nov2022	06:53	B/P to: Sharyn Rangasamy	(812.50)		20,537.04
28Nov2022	06:51	B/P to: Mrs Kath Barnett	(576.34)		21,349.54
28Nov2022	06:39	B/P to: HMRC	(106.32)		21,925.88
28Nov2022	06:39	B/P to: Mr Barry Crockett	(395.20)		22,032.20
28Nov2022	14:09	Kelsie Gillan		72.00	22,427.40
25Nov2022	03:33	GLEAVE D		104.00	22,355.40
24Nov2022	12:40	Opera Viva Merseyside		244.00	22,251.40
24Nov2022	10:29	RUTH NICKSON		22.00	22,007.40
22Nov2022	11:49	MCLOUGHLIN I & A		48.00	21,985.40
21Nov2022	18:35	SMITH JL		24.00	21,937.40
18Nov2022	06:25	Direct Debit (BT GROUP PLC)	(48.22)		21,913.40
16Nov2022	10:49	RUTH NICKSON		22.00	21,961.62



14Nov2022	18:36	SMITH JL		24.00	21,939.62
14Nov2022	16:10	WOOF A L		64.00	21,915.62
14Nov2022	06:30	Direct Debit (WATER PLUS)	(39.96)		21,851.62
14Nov2022	13:00	A Mahdi		72.00	21,891.58
07Nov2022	18:35	SMITH JL		24.00	21,819.58
03Nov2022	15:18	MARTIN P&F/ROYS		18.00	21,795.58
03Nov2022	14:19	L McCully		264.00	21,777.58
01Nov2022	03:53	FORBES C		88.00	21,513.58
31Oct2022	18:35	MR P K & MRS C V W		290.00	21,425.58
28Oct2022	11:43	FRANCIS DOYLE		96.00	21,135.58
28Oct2022	06:52	B/P to: Mrs Kath Barnett	(576.34)		21,039.58
28Oct2022	06:48	B/P to: HMRC	(107.00)		21,615.92
28Oct2022	06:46	B/P to: Mr Barry Crockett	(395.20)		21,722.92
28Oct2022	06:40	B/P to: Sharyn Rangasamy	(812.50)		22,118.12
25Oct2022	12:49	WOOF A L		32.00	22,930.62
24Oct2022	10:39	RUTH NICKSON		22.00	22,898.62
21Oct2022	03:24	ACTIVITY CO T/AS		80.00	22,876.62
21Oct2022	03:24	ACTIVITY CO T/AS		40.00	22,796.62
20Oct2022	06:43	Credit	19	63.00	22,756.62
20Oct2022	06:35	B/P to: B Hargreaves	(118.97)		22,693.62
20Oct2022	06:35	B/P to: FIS Int Solutions	(86.00)		22,812.59
20Oct2022	06:35	B/P to: Freemans Ind. Sup.	(421.30)		22,898.59
20Oct2022	06:33	B/P to: B Hargreaves	(266.26)		23,319.89
20Oct2022	06:32	B/P to: B Hargreaves	(82.85)		23,586.15
20Oct2022	06:31	B/P to: Plannet Plumbing	(170.88)		23,669.00
20Oct2022	06:29	HALE PARISH COUNCI		107.00	23,839.88
20Oct2022	06:29	B/P to: Mr Barry Crockett	(19.53)		23,732.88
18Oct2022	06:28	Direct Debit (BT GROUP PLC)	(53.94)		23,752.41
17Oct2022	18:33	SMITH JL		24.00	23,806.35
17Oct2022	18:33	WOOF A L		32.00	23,782.35
17Oct2022	16:39	RUTH NICKSON		22.00	23,750.35
14Oct2022	09:30	WOOF A L		32.00	23,728.35
13Oct2022	06:19	Direct Debit (WATER PLUS)	(40.63)		23,696.35
12Oct2022	06:37	Credit	18	55.00	23,736.98
11Oct2022	13:29	MCGREGOR PS		160.00	23,681.98
10Oct2022	10:49	L McCully		274.00	23,521.98
10Oct2022	10:49	RUTH NICKSON		22.00	23,247.98
10Oct2022	07:29	SMITH JL		44.00	23,225.98
10Oct2022	08:40	M Dutton		54.00	23,181.98
07Oct2022	03:19	MARTIN P&F/ROYS		24.00	23,127.98
06Oct2022	03:35	WOOF A L		48.00	23,103.98
03Oct2022	10:45	RUTH NICKSON		44.00	23,055.98
30Sep2022	19:03	Service Charge	(18.00)		23,011.98
30Sep2022	03:21	Rebecca Walsh		54.00	23,029.98

30Sep2022	03:21	BOLGER LJ		63.00	22,975.98
28Sep2022	09:47	GAVIN MR		127.00	22,912.98
28Sep2022	06:39	B/P to: Mr Barry Crockett	(395.20)		22,785.98
28Sep2022	06:38	B/P to: Mrs Kath Barnett	(576.34)		23,181.18
28Sep2022	06:37	B/P to: Sharyn Rangasamy	(812.50)		23,757.52
28Sep2022	06:31	B/P to: HMRC	(107.00)		24,570.02
27Sep2022	10:34	Sudep Action		18.00	24,677.02
27Sep2022	09:27	WOOF A L		48.00	24,659.02
27Sep2022	09:12	B/P to: G Wainwright	(665.00)		24,611.02
27Sep2022	09:12	B/P to: G Wainwright	(140.00)		25,276.02
27Sep2022	03:12	SMITH JL		24.00	25,416.02
23Sep2022	14:12	Allen M F		104.00	25,392.02
22Sep2022	15:02	NATIONAL ASSOCIA		100.00	25,288.02
21Sep2022	18:33	D Hazelhurst		60.00	25,188.02
21Sep2022	16:21	FRANCIS DOYLE		192.00	25,128.02
21Sep2022	06:37	Credit	17	125.00	24,936.02
21Sep2022	03:18	WOOF A L		40.00	24,811.02
20Sep2022	13:01	VINTAGE BUYERS CLUB IRELAND LIMITED		88.00	24,771.02
20Sep2022	06:31	Direct Debit (BT GROUP PLC)	(45.54)		24,683.02
20Sep2022	14:09	NATIONAL ASSOCIA		220.00	24,728.56
20Sep2022	09:50	Anderson James		54.00	24,508.56
20Sep2022	09:49	RUTH NICKSON		22.00	24,454.56
15Sep2022	06:24	Direct Debit (TV LICENCE DDA)	(159.00)		24,432.56
14Sep2022	12:55	MERSEY WAVE MUSIC		448.00	24,591.56
14Sep2022	03:11	C Helsby		4.00	24,143.56
13Sep2022	06:25	Direct Debit (WATER PLUS)	(31.54)		24,139.56
13Sep2022	03:12	SMITH JL		24.00	24,171.10
12Sep2022	11:36	Badea C&L		3.00	24,147.10
12Sep2022	11:36	Badea C&L		112.00	24,144.10
09Sep2022	10:36	CHRISTIAN CON UK		693.00	24,032.10
09Sep2022	10:36	CHRISTIAN CON UK		496.00	23,339.10
09Sep2022	10:36	CHRISTIAN CON UK		473.00	22,843.10
09Sep2022	06:44	Credit	16	294.00	22,370.10
07Sep2022	14:57	Wood S C		81.00	22,076.10
07Sep2022	10:27	WRIGHT PV		9.00	21,995.10
06Sep2022	14:06	DORAN E		117.00	21,986.10
05Sep2022	03:11	L McCully		312.00	21,869.10
05Sep2022	03:14	RUTH NICKSON		22.00	21,557.10
01Sep2022	13:00	SINGH A		123.00	21,535.10
01Sep2022	09:43	MARTIN P&F/ROYS		30.00	21,412.10
01Sep2022	06:44	B/P to: B Hargreaves	(118.97)		21,382.10
01Sep2022	06:42	B/P to: FIS Int Solutions	(43.00)		21,501.07
30Aug2022	03:08	RUTH NICKSON		44.00	21,544.07
30Aug2022	03:10	WOOF A L		80.00	21,500.07

26Aug2022	12:39	PRAYER POWER NETWO		1,075.00	21,420.07
25Aug2022	06:40	B/P to: Mrs Kath Barnett	(576.34)		20,345.07
25Aug2022	06:33	B/P to: Sharyn Rangasamy	(812.50)		20,921.41
25Aug2022	06:33	B/P to: HMRC	(107.00)		21,733.91
25Aug2022	06:30	B/P to: Mr Barry Crockett	(395.20)		21,840.91
23Aug2022	11:45	B/P to: HMRC	(268.99)		22,236.11
23Aug2022	11:45	B/P to: Freemans Ind. Sup.	(108.00)		22,505.10
23Aug2022	11:45	B/P to: Freemans Ind. Sup.	(106.97)		22,613.10
23Aug2022	11:45	B/P to: B Hargreaves	(149.99)		22,720.07
23Aug2022	10:29	I mills		72.00	22,870.06
18Aug2022	14:48	C Helsby		60.00	22,798.06
18Aug2022	10:29	CHRISTIAN CON UK		80.00	22,738.06
18Aug2022	06:21	Direct Debit (BT GROUP PLC)	(44.94)		22,658.06
15Aug2022	03:09	RUTH NICKSON		20.00	22,703.00
11Aug2022	09:30	FRANCIS DOYLE		144.00	22,683.00
09Aug2022	11:40	WOOF A L		32.00	22,539.00
09Aug2022	09:58	B/P to: Hale Parish Council	(227.65)		22,507.00
09Aug2022	09:58	B/P to: FIS Int Solutions	(43.00)		22,734.65
09Aug2022	09:58	B/P to: PPL PRS	(164.48)		22,777.65
08Aug2022	12:08	HUGHES DL		72.00	22,942.13
08Aug2022	09:59	L McCully		336.00	22,870.13
08Aug2022	03:10	RUTH NICKSON		20.00	22,534.13
05Aug2022	18:34	MARTIN P&F/ROYS		3.00	22,514.13
05Aug2022	18:34	A Walsh		72.00	22,511.13
04Aug2022	06:35	Credit	15	175.00	22,439.13
04Aug2022	03:16	RUTH NICKSON		20.00	22,264.13
03Aug2022	10:48	MARTIN P&F/ROYS		24.00	22,244.13
03Aug2022	03:17	ACTIVITY CO T/AS		60.00	22,220.13
02Aug2022	10:43	B/P to: HMRC	(107.00)		22,160.13
02Aug2022	10:43	B/P to: Mr Barry Crockett	(395.20)		22,267.13
02Aug2022	10:43	B/P to: G Wainwright	(100.00)		22,662.33
02Aug2022	10:43	B/P to: Sharyn Rangasamy	(812.50)		22,762.33
02Aug2022	10:43	B/P to: Mrs Kath Barnett	(576.34)		23,574.83
01Aug2022	13:10	WOOF A L		40.00	24,151.17
28Jul2022	15:49	FOSTER D		112.00	24,111.17
27Jul2022	06:37	HALE PARISH COUNCI		12.00	23,999.17
27Jul2022	06:36	HALE PARISH COUNCI		39.00	23,987.17
26Jul2022	18:32	BARNETT C		7.50	23,948.17
25Jul2022	11:58	WOOF A L		40.00	23,940.67
25Jul2022	18:34	RUTH NICKSON		20.00	23,900.67
25Jul2022	15:48	VAUG LTD T/AS NO		90.00	23,880.67
20Jul2022	15:59	WOOF A L		32.00	23,790.67
19Jul2022	13:18	FRANCIS DOYLE		192.00	23,758.67
18Jul2022	06:29	Direct Debit (BT GROUP PLC)	(44.94)		23,566.67

18Jul2022	11:59	R Cullen		90.00	23,611.61
18Jul2022	11:59	RUTH NICKSON		20.00	23,521.61
13Jul2022	06:21	Direct Debit (WATER PLUS)	(40.63)		23,501.61
11Jul2022	16:19	WOOF A L		32.00	23,542.24
11Jul2022	15:10	SMITH JL		20.00	23,510.24
11Jul2022	03:09	RUTH NICKSON		23.00	23,490.24
08Jul2022	03:22	Kathryn Smith Scho		360.00	23,467.24
05Jul2022	18:35	SMITH JL		20.00	23,107.24
05Jul2022	07:19	WOOF A L		40.00	23,087.24
04Jul2022	10:50	RUTH NICKSON		23.00	23,047.24
30Jun2022	19:00	Service Charge	(18.00)		23,024.24
30Jun2022	11:59	RUTH NICKSON		23.00	23,042.24
30Jun2022	03:21	J Burns		48.00	23,019.24
29Jun2022	18:34	J Burns		1.00	22,971.24
29Jun2022	06:30	B/P to: Sharyn Rangasamy	(812.50)		22,970.24
29Jun2022	06:27	B/P to: FIS Int Solutions	(43.00)		23,782.74
29Jun2022	06:26	B/P to: Mrs Kath Barnett	(576.34)		23,825.74
29Jun2022	06:24	B/P to: HMRC	(107.00)		24,402.08
29Jun2022	06:23	B/P to: Mr Barry Crockett	(395.20)		24,509.08
29Jun2022	03:17	MARTIN P&F/ROYS		30.00	24,904.28
27Jun2022	18:35	SMITH JL		20.00	24,874.28
27Jun2022	13:59	WOOF A L		32.00	24,854.28
27Jun2022	11:49	INTERNATIONAL JUNIOR MISS UK LTD		72.00	24,822.28
27Jun2022	06:42	B/P to: Chloe Main	(50.00)		24,750.28
27Jun2022	06:41	B/P to: B Hargreaves	(271.20)		24,800.28
27Jun2022	06:39	B/P to: Halton BC Receipts	(111.00)		25,071.48
27Jun2022	06:38	HALE PARISH COUNCI		220.00	25,182.48
23Jun2022	06:39	Credit		40.00	24,962.48
23Jun2022	06:39	Credit		96.00	24,922.48
23Jun2022	03:16	L McCully		312.00	24,826.48
22Jun2022	14:42	B/P to: FIS Int Solutions	(43.00)		24,514.48
22Jun2022	14:42	B/P to: FIS Int Solutions	(43.00)		24,557.48
22Jun2022	14:42	B/P to: Freemans Ind. Sup.	(97.14)		24,600.48
22Jun2022	14:42	B/P to: Plannet Plumbing	(193.44)		24,697.62
22Jun2022	14:42	B/P to: Hale Youth Centre	(20.00)		24,891.06
22Jun2022	14:41	B/P to: B Hargreaves	(280.20)		24,911.06
20Jun2022	18:35	SMITH JL		20.00	25,191.26
20Jun2022	06:31	Direct Debit (BT GROUP PLC)	(44.94)		25,171.26
17Jun2022	18:33	RUTH NICKSON		23.00	25,216.20
14Jun2022	03:14	SMITH JL		20.00	25,193.20
13Jun2022	06:26	Direct Debit (WATER PLUS)	(54.37)		25,173.20
13Jun2022	03:13	RUTH NICKSON		23.00	25,227.57
06Jun2022	18:35	SMITH JL		20.00	25,204.57
06Jun2022	09:51	E Mancini		48.00	25,184.57

06Jun2022	03:08	RUTH NICKSON		23.00	25,136.57
01Jun2022	14:08	B/P to: C Lyon	(400.00)		25,113.57
01Jun2022	14:08	B/P to: Mrs Kath Barnett	(578.34)		25,513.57
01Jun2022	14:08	B/P to: Sharyn Rangasamy	(812.50)		26,091.91
01Jun2022	14:08	B/P to: Mr Barry Crockett	(395.20)		26,904.41
01Jun2022	14:08	B/P to: HMRC	(107.00)		27,299.61
30May2022	18:35	MARTIN P&F/ROYS		24.00	27,406.61
30May2022	15:50	CHRISTIAN CON UK		60.50	27,382.61
30May2022	06:35	Direct Debit (WATER PLUS)	(55.03)		27,322.11
30May2022	03:09	RUTH NICKSON		23.00	27,377.14
30May2022	03:10	Agnieszka Bednarska		208.00	27,354.14
26May2022	06:19	HALTON BC 0019		300.00	27,146.14
25May2022	16:19	MCGREGOR PS		240.00	26,846.14
24May2022	11:41	FRANCIS DOYLE		288.00	26,606.14
23May2022	11:49	RUTH NICKSON		23.00	26,318.14
23May2022	10:41	L McCully		336.00	26,295.14
23May2022	10:39	SINGH N K		150.00	25,959.14
20May2022	04:06	FORBES C		40.00	25,809.14
19May2022	15:28	MERSEY WAVE MUSIC		224.00	25,769.14
19May2022	06:36	Credit		30.00	25,545.14
18May2022	09:41	R Owen		64.00	25,515.14
18May2022	06:20	Direct Debit (BT GROUP PLC)	(44.94)		25,451.14
17May2022	16:39	SMITH JL		20.00	25,496.08
16May2022	16:08	GULINELLI NETO M		22.50	25,476.08
16May2022	12:29	S Scullion		48.00	25,453.58
10May2022	10:35	B/P to: Halton BC Receipts	(144.00)		25,405.58
10May2022	10:35	B/P to: EW Carpet Cleaning	(30.00)		25,549.58
10May2022	06:41	Credit		220.00	25,579.58
10May2022	03:18	ACTIVITY CO T/AS		48.00	25,359.58
10May2022	03:18	SMITH JL		20.00	25,311.58
09May2022	03:10	RUTH NICKSON		23.00	25,291.58
06May2022	15:59	C Fisher		10.00	25,268.58
04May2022	03:15	MARTIN P&F/ROYS		24.00	25,258.58
03May2022	10:49	RUTH NICKSON		23.00	25,234.58
29Apr2022	14:00	HALE PARISH COUNCI		18.00	25,211.58
29Apr2022	13:16	HALE PARISH COUNCI		88.00	25,193.58
29Apr2022	13:15	B/P to: Mr Barry Crockett	(395.20)		25,105.58
29Apr2022	13:15	B/P to: Mrs Kath Barnett	(574.34)		25,500.78
29Apr2022	13:15	B/P to: Sharyn Rangasamy	(812.50)		26,075.12
29Apr2022	13:15	B/P to: Scottish Power Ele	(186.92)		26,887.62
29Apr2022	13:15	B/P to: FIS Int Solutions	(43.00)		27,074.54
29Apr2022	13:15	B/P to: HMRC	(109.00)		27,117.54
26Apr2022	09:40	L McCully		336.00	27,226.54
25Apr2022	18:34	SMITH JL		20.00	26,890.54

25Apr2022	12:49	GIBBINS EJ		112.00	26,870.54
25Apr2022	07:39	C Main		40.00	26,758.54
25Apr2022	03:16	RUTH NICKSON		23.00	26,718.54
20Apr2022	03:19	CHRISTIAN CON UK		561.00	26,695.54
19Apr2022	06:28	Direct Debit (BT GROUP PLC)	(44.94)		26,134.54
12Apr2022	06:26	Direct Debit (WATER PLUS)	(118.47)		26,179.48
12Apr2022	03:17	SMITH JL		20.00	26,297.95
11Apr2022	03:11	RUTH NICKSON		22.00	26,277.95
08Apr2022	03:23	MCGREGOR PS		144.00	26,255.95
06Apr2022	07:31	SEIPELT RE		85.00	26,111.95
06Apr2022	07:31	SMITH JL		20.00	26,026.95
05Apr2022	03:14	MARTIN P&F/ROYS		5.00	26,006.95
04Apr2022	06:43	B/P to: Sam Turner & Sons	(449.00)		26,001.95
04Apr2022	03:10	RUTH NICKSON		20.00	26,450.95

*Page Generated at 14:38 on 24 May 2023*

**Hale Village Hall**  
**STATEMENT OF ACCOUNTS**

	RECEIPTS	PAYMENTS
Opening Balance		
Balance at Bank	27,533.48	
Cash in Hand		
Telephone / Internet /website		433.18
Water		598.63
Rates		144.00
Subscriptions		625.78
Repairs & Maintenance		4,187.74
Refunds		638.00
Electricity		178.02
Room/Hall Hire	24,419.97	
Hale Parish Council Support	3,000.00	227.65
Gas		
Capital Equipment		732.66
Salaries		22,458.55
Contingency		20.00
VAT		1,454.32
	<b>27,419.97</b>	<b>31,698.53</b>
<b>Closing Balances:</b>		
Balances in Bank Account		23,254.92
Cash in Hand		
<b>TOTAL</b>	<b>54,953.45</b>	<b>54,953.45</b>

The above statement represents fairly the financial position of the council as at 31 Mar 2023

Signed \_\_\_\_\_  
Responsible Financial Officer

Date \_\_\_\_\_

**Hale Village Hall**  
**RECONCILIATION - Unity Trust Bank Current A/C**

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From Accounts .....	£22,012.39
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Payments not cashed .....	Add .....
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Receipts not entered .....	Subtract .....
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<b>Statement should be .....</b>	<b>£22,012.39</b>
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<b>Incident 020 Description</b>	Testing Confirmation of Kitchen Roller Shutters This is a <b>Safety</b> Report
<b>Date/Time</b>	23 <sup>rd</sup> May 2023
<b>Location</b>	Hale Village Hall Community Kitchen
<b>Details</b>	<p>The community kitchen includes that of two electrically operated metal fire guard roller shutters.</p> <p>The serving hatch shutters have been installed since the commissioning of the hall in October 2017.</p> <p>There is a possibility these shutters have never been serviced or tested.</p> <p>It is a legal obligation to have a roller shutter service and test schedule.</p> <p>Shutters and the testing of, are governed by the Health &amp; Safety Welfare Regs, PUWER and the Fire Order.</p>
<b>Immediate Action</b>	<p>Confirmation is required from the halls fire manager if scheduled testing of the roller shutters is in place.</p> <p>Further confirmation to include the testing schedule of the fail-safe close interlock in the event of fire.</p>
<b>Further Action</b>	<p>Inspection schedule to implement if not already done so, to include an inhouse fail close test schedule.</p> <p>Update the fire risk observation assessment (Nov 2022) to include this work equipment as a fire control measure.</p> <p>Further information and instruction to be communicated to kitchen users.</p> <p>Mandatory information signage to display.</p>
<b>Status</b>	Open

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**RE: Hale Parish Council - Electricity - UA ref 00011025**

1 message

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**Support** <support@utility-aid.co.uk>  
To: Hale Clerk <clerk@haleparishcouncil.gov.uk>

28 June 2023 at 11:35

Hi Brian,

Thank you so much for this update, I hope you are having a wonderful week so far.

I will check with SSE if they are now receiving remote meter reads form the electricity meter (MPAN 1300001084364) at Hale Village Hall, Highstreet, Liverpool, Merseyside, L24 4AE.

I will update you on or before 12/07.

If you have any questions, Please don't hesitate to get in touch.

Kind Regards

Kinga

***Please note: I will be out of office on the following dates: 03/07/2023-04/07/2023***

\*\*\* Please note: The reference for this query is shown in the email subject. Please ensure you include this reference in any correspondence to us. This will help to ensure your email is routed to the team member dealing with your query to avoid delays\*\*\*

**Kinga Kruk**

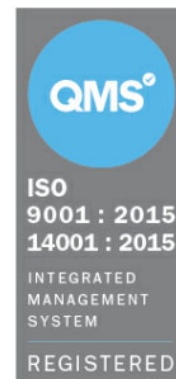
Customer Support Administrator

t: 01529 298 499  
e: [support@utility-aid.co.uk](mailto:support@utility-aid.co.uk)  
w: <https://utility-aid.co.uk>

+ Partners

+ Net  
Zero

+ FAQs

+ Bill  
UploadCertificate  
No:397842022**Utility Aid Ltd is a registered member of the ADR scheme, our membership number is C35UTL23**

For transparency, unless otherwise stated, all our quotations are presented with Utility Aid's fees already included. Fortunately, these fees are payable directly by the supplier, so you do not need to worry about it.

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**RE: Hale Parish Council - Electricity - UA ref 00011025**

1 message

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**Support** <support@utility-aid.co.uk>  
To: Hale Clerk <clerk@haleparishcouncil.gov.uk>

26 June 2023 at 14:14

Good Afternoon Brian,

I hope you had a wonderful weekend.

SSE have advised me that they have now updated the billing address and have sent all the invoices across to the billing address.

I have noticed you are being billed to estimated reads for all three meters. If you would like to pop across up-to-date meter photos for the meter serial numbers S69J11928, S69J11679 and S69J09410, I would be happy to check whether their estimates fall in line with the reads provided. If they do not fall in line, I will ask SSE to apply the reads to your accounts and revised the invoices accordingly.

If you have any questions, Please don't hesitate to get in touch.

Kind Regards

Kinga

**Please note: I will be out of office on the following dates: 03/07/2023-04/07/2023**

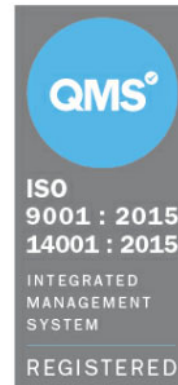
\*\*\* Please note: The reference for this query is shown in the email subject. Please ensure you include this reference in any correspondence to us. This will help to ensure your email is routed to the team member dealing with your query to avoid delays\*\*\*

**Kinga Kruk**

Customer Support Administrator



t: 01529 298 499  
e: [support@utility-aid.co.uk](mailto:support@utility-aid.co.uk)  
w: <https://utility-aid.co.uk>

 **Partners** **Net  
Zero** **FAQs** **Bill  
Upload**

Certificate  
No:397842022

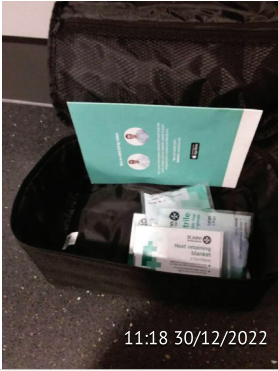
# Hale Village Hall

SITE AUDIT BY PETER PLATT AND JASON BROWN

Friday, 30 December 2022

Prepared For Hale Village Hall Management Committee

**75 Issues Identified**



### Issue 37

Assignee Kitchen

First aid box needs replacing empty

VHMC to purchase new first aid box's



### Issue 38

Assignee Kitchen

Sink cracked

Jason Brown will try and source a new one and then will need to be fitted the same time as the sink



### Issue 39

Assignee Corridor To Toilets

Wire not really secure

Wires will be removed by 03/01/23  
Look at a safer way to hang them  
VHMC to monitor

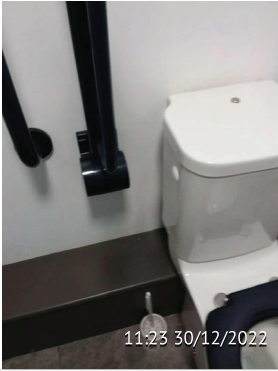


### Issue 40

Assignee Toilets

Plugs need to be changed

3 quotes needed possibly could be fitted the same time as the sink in the kitchen



### Issue 41

Assignee Disabled Toilet

Is the overflow missing or is it internal  
No mirror in here needs one

[Ask the plumber who fits the kitchen sink to take a look](#)



### Issue 42

Assignee Disabled Toilet

When was last checked and how often

[Brian or the caretaker should be able to answer this one](#)



### Issue 43

Assignee Disabled

Who empties this bin

[Brian or the caretaker should be able to answer this one](#)



### Issue 44

Assignee Loft

Is the water tank up here?  
Has the water been checked and when?

[Will need access to the loft so will need keys.](#)

[Brian or the caretaker should be able to answer about water testing](#)



### Issue 45

Assignee Fire Alarm

No test report to be found

Proof of this needs to be shown to VHMC ASAP

Is the panel connected to the fire station or a monitoring station

Brian should be able to answer this



### Issue 46

Assignee Understais

Should be in container potential fire hazard

Caretaker to remove ASAP

VHMC to monitor



### Issue 47

Assignee Lobby

Remote for velux window's flat

Is this really the best place for it?



### Issue 48

Assignee Downstairs Lift

Lift lock

How is lift used?

Nothing on show

Are there any safety certificates for the lift?

how often does it need checking?

when was it last checked?

Brian should be able to answer this.



### Issue 49

Assignee Front Door

Gap in front door should have a 10 year warranty on them

VHMC to chase up the builder on this



### Issue 50

Assignee Lobby

Should there be a health and safety at work poster up?

I have checked up today and if you employ anyone this is needed and should be visible



### Issue 51

Assignee Lobby

Fire action obstructed

The tree will be removed by 03/01/23 but shouldn't happen



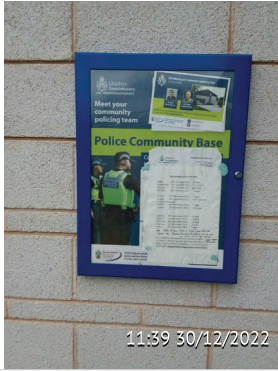
### Issue 52

Assignee Front Door

Measure up for a canopy

Jason Brown to measure up VHMC to source 3 quotes





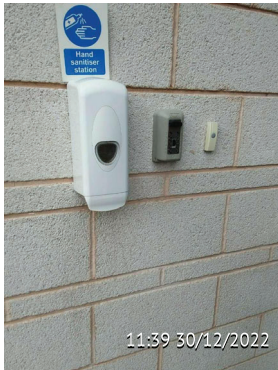
### Issue 53

Assignee Outside Front Door

Police notice board out of date

VHMC to chase up.

If the police don't want to update it can it be removed?

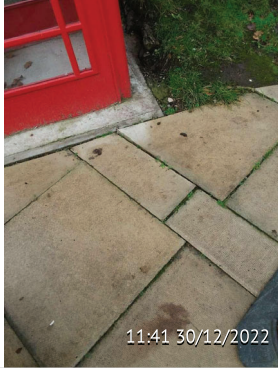


### Issue 54

Assignee Outside Front Door

Lock box to be removed

Caretaker



### Issue 55

Assignee Outside

Trip hazard on flags

Caretaker



### Issue 56

Assignee Telephone Box

Plastic ducting smashed and see the cable security bolts been replaced with wood screws

Electrician needs to have a look



### Issue 57

Assignee Outside  
Fence needs painting

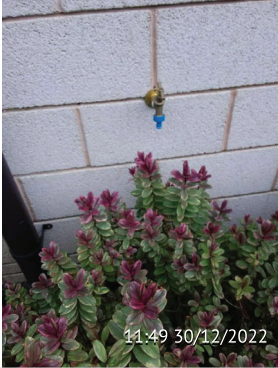
Caretaker



### Issue 58

Assignee Outside  
Notice board needs tidying up and new fire assembly point sign

Caretaker



### Issue 59

Assignee Pathway  
Outside tap could do with a lock on



### Issue 60

Assignee Side Elevation  
Grids full of leaves need cleaning

Caretaker / Gardener



### Issue 60

Assignee Pathway

No mastic to movement joint

This should of been done by the builder potential fire risk also damp can enter the building

3 quotes needed

Chase builder up first as this should of been done to sign the building off



### Issue 61

Assignee Pathway

All timber needs painting

Caretaker or possible working group



### Issue 62

Assignee Rear Of The Hall

All timber needs painting

Caretaker or possible working group



### Issue 63

Assignee Pathway

Needs a good clean up and possibly take old fence posts out

Caretaker / Gardener



### Issue 64

Assignee Car park  
Good clean up needed

[Caretaker / Gardener](#)

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### Issue 65

Assignee Side Elevation  
Dead plants need removing

[Caretaker / Gardener](#)

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### Issue 66

Assignee Main Entrance  
Dead plants need removing

[Caretaker / Gardener](#)

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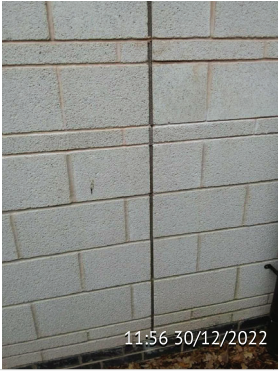
### Issue 67

Assignee Side Elevation  
Timber needs painting

[Caretaker or possible working group](#)

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### Issue 68

Assignee Side Elevation

No mastic to movement joint

This should of been done by the builder potential fire risk also damp can enter the building

3 quotes needed

Chase builder up first as this should of been done to sign the building off



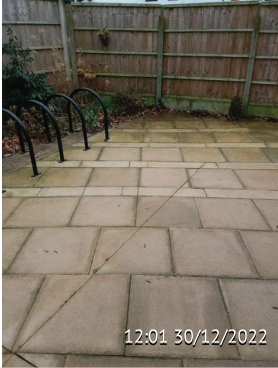
### Issue 69

Assignee Coffee Area

No mastic to movement joint has caused damp inside the building

3 quotes needed

Chase builder up first as this should of been done to sign the building off



### Issue 70

Assignee Main Entrance

Good clean up needed

Caretaker / Gardener

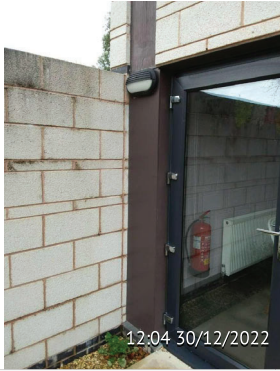


### Issue 71

Assignee Main Entrance

Sign needed asking children not to climb on the cannon

VHMC to purchase



### Issue 72

Assignee Outside Of Coffee Shop Area  
Timber to the side of door needs replacing

[Possible working group to do the work, VHMC to purchase materials or 3 quotes](#)

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### Issue 73

Assignee Phonebox  
Paintwork needs addressing as starting to rust

[Caretaker](#)

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### Issue 74

Assignee Pavement Area  
Sign for the village hall needs fixing as one of the straps have snapped

[VHMC or HPC to report to Halton council](#)

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# Hale Village Hall

## Terms & Conditions of Hire

1. Age
2. Supervision
3. Use of the Village Hall
4. Gaming Betting and Lotteries
5. Performing Rights Licence
6. TV Licence
7. Alcohol Licence
8. Public Safety
9. Means of Escape
10. Outbreak of Fire
11. Health and Hygiene
12. Electrical Appliance Safety
13. Insurance and Indemnity
14. Accidents and Incidents
15. Flammable Substances
16. Heating
17. Animals
18. Safeguarding
19. Sale of Goods
20. Payment of Hire Fees
21. Cancellation
22. End of Hire
23. Noise
24. Stored Equipment
25. Alterations
26. Smoking
27. Furniture and Equipment
28. Acceptance of Booking
29. DATA Protection

These standard conditions apply to all hiring Hale Village Hall and they form part of the Agreement for hire between the Trustees and the person who has signed the Booking Form. If you are in doubt as to the meaning of any of the following conditions please consult the Bookings Clerk.

1. **Age:** The Hirer shall be at least 18 years old.
2. **Supervision:** The Hirer shall, during the period of the hiring, be responsible for the supervision of the Village Hall, the fabric and the contents, their care, safety from damage however slight, or change of any sort, and the behaviour of all persons using the Village Hall whatever their capacity, including proper supervision of car-parking arrangements so as to avoid obstruction and hazardous situations.
3. **Use of the Village Hall:** The Hirer shall not use the Village Hall at any one time for any number of persons (including staff and performers) greater than that stated in the booking confirmation agreement. The Hirer shall not use the Village Hall for any purpose other than that described in the Booking Form and shall not sub-hire or use the Village Hall or allow the premises to be used for any unlawful purpose or in any unlawful way nor do anything to bring onto the premises anything which may endanger the same or render invalid any insurance policies in respect thereof nor allow the consumption of alcohol without written permission.
4. **Gaming, Betting and Lotteries:** The Hirer shall ensure that nothing is done on or in relation to the Village Hall in contravention of the law relating to gaming, betting, and lotteries.
5. **Performing Rights Licence:** The Village Hall has a Performing Rights Society Licence which permits the use of copyright music in any form, e.g. record, compact disc, tapes, radio or by performers in person. If other licences are required in respect of any activity in the Village Hall, the hirer should ensure that they obtain the relevant licence.
6. **TV Licence:** The Village Hall has a TV licence.

**7. Licences for the Sale and Consumption of**

**Alcohol:** The Hirer shall be responsible for arranging such licences as may be needed whether for the sale or supply of intoxicating liquor and for the observance of same. Information is available from the Licensing Department of Halton Borough Council.

**8 Public Safety Compliance:** The Hirer shall comply with all conditions and regulations made in respect of the Village Hall by the Local Authority, the Licensing Authority, Hale Village Hall's Health and Safety Policy & Fire Risk Assessment. The Health and Safety Policy is available to Hirers on request from the Bookings Clerk. A copy is displayed in the Village Hall.

i. Before using the hall, the Hirer must read and comply with the information and requirements contained in the 'Emergency Evacuation' Procedure in the event of a Fire or other Emergency.

ii The Hirer has legal duties with regards to the safety of those persons assisting and/or attending the event.

**9. Means of Escape:**

i. All means of exit from the village hall must be kept free from obstruction and immediately available for instant exit.

ii. The emergency lighting supply operates from a backup battery supply and will automatically come into use if electricity supply fail, It illuminates the Emergency Exit routes.

**10. Outbreak of Fire:** The Fire & Rescue Service should be called to an outbreak of fire, however slight, and details thereof shall be given to the Bookings Clerk. There is no land line telephone in Hale Village Hall. The hirer must ensure they have access to a mobile phone in order to call Emergency Services.

**11. Health and Hygiene:** The Hirer shall, if preparing or serving food, observe all relevant food health and hygiene legislation and regulations. There are facilities for food service at the Village Hall and it is the Hirer's responsibility to ensure they are adequate for the purpose of hire.

**12. Electrical Appliance Safety:** The hirer shall ensure that any electrical appliances brought into the premises and used there shall be in a safe and good working order and used in a safe manner. All electrical appliances brought into the hall must display a valid PAT's certificate.

**13. Insurance and Indemnity:** The Hirer shall be liable for:

i . the cost of repair of any damage (including accidental and malicious damage) done to any of the property including the fabrication or the contents of the Village Hall.

ii. all claims, losses, damages, and costs made against or incurred by the Village Hall, its Trustees, employees, volunteers, and management committee Members in respect of damage or loss of property or injury to persons arising as a result of the use of the Village Hall (including the storage of equipment) by the Hirer and

iii. all claims, losses, damages, and costs made against or incurred by the Village Hall, its Trustees, employees, volunteers, and management committee members, as a result of any nuisance caused by a third party as a result of the use of the Village Hall by the Hirer, the Hirer shall indemnify and keep indemnified accordingly the Village Hall, its Trustees, employees, volunteers, and management committee members against such liabilities.

The Village Hall has insurance to insure the liabilities described above and may, at its discretion, in the case of non-commercial hirers, insure the liabilities described above. The Village Hall shall claim on its insurance for any liability of the Hirer hereunder but the Hirer shall indemnify and keep indemnified the Village Hall, its Trustees, employees, volunteers, and management committee members against (a) any insurance excess incurred and (b) the difference between the amount of the liability and the monies received under the insurance policy.

If the Hirer of a non-commercial event engages the services of a person or persons who operate on a commercial basis, then the Hirer must ensure the provider has their own public liability cover as the Village Hall insurance does not insure their liabilities.

B. In cases of commercial hire where Hale Village Hall does not insure the liabilities described in above, the Hirer shall take out adequate insurance to insure such liability and on demand shall produce the policy and current receipt or other evidence of cover to the Bookings Clerk. Failure to produce such policy and evidence of cover will render the hiring void.

The Trustees of the Village Hall are insured against any claims arising out of their own negligence.



**14. Accidents and Incidents:** The Hirer must report all accidents involving injury to the public to the Bookings Clerk immediately and complete the relevant section in the accident book which is kept at the First Aid point. Any failure of equipment belonging to the Village Hall or brought in by the Hirer must also be reported as soon as possible. Certain types of accident or injury may need to be reported in accordance with the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995 (RIDDOR). The Bookings Clerk will advise.

Incidents or near misses should be recorded in the Incident logbook.

**15. Flammable Substances:** i. Highly flammable substances are not permitted to be used in any part of the Village Hall or immediate external surroundings.

ii. No internal decorations of a combustible nature (e.g. polystyrene, cotton wool) shall be erected without the consent of the Bookings Clerk. No decorations are to be put up near light fittings or other source of heat.

iii. No pyrotechnic device (including fireworks and Chinese lanterns) is ignited or used at the Village Hall or on the external grounds or car park.

**16. Heating:** The Village Hall is heated by Natural Gas enclosed central heating system. Portable Liquefied Propane Gas (LPG) or similar heating appliances must not be used by the Hirer.

**17. Animals:** The Hirer shall ensure that no animals (including birds) except guide dogs are brought into the Village Hall other than for a special event agreed by the Bookings Clerk. No animals whatsoever are to enter the kitchen at any time

**18. Activities for Children and Vulnerable Adults:** The Hirer shall ensure that any activities for children comply with the provisions of The Children Act 1989 (as amended) or any other relevant legislation applicable to their particular hire.

The Trustees have a Children and Vulnerable Adults Protection Policy with which Hirers for events and activities involving children will need to comply. This is available on request from the Bookings Clerk.

Hirers, other than those hiring for private functions such as parties, will need to satisfy the Bookings Clerk of their policies with regard to the protection of children and vulnerable adults and to undertake or supply copies of Criminal Record Bureau checks as

appropriate. The Trustees can offer further guidance on use of the Village Hall for children. This is available on request from the Bookings Clerk.

**19. Sales of Goods:** The Hirer shall, if selling goods at the Village Hall, comply with Fair Trading Laws and any code of practice used in connection with such sales.

**20. Payment of Hire Fees:** The Hirer shall pay a deposit as stated by the Bookings Clerk within 7 days of confirmation of the booking. The balance is payable 14 days before the event.

**21. Cancellation:** If the Hirer wishes to cancel the booking before the date of the event and a replacement booking cannot be secured then the question of payment or the repayment of the hire fee shall be at the discretion of the Bookings Clerk. Deposits are not normally refunded when bookings are cancelled within 30 days of the event. The Trustees reserve the right to cancel a booking by written notice to the Hirer in the event of:

i. the Trustees reasonably considering that (i) such hiring will lead to a breach of licensing conditions, if applicable, or other legal or statutory requirements, or (ii) unlawful or unsuitable activities will take place at the Village Hall as a result of this hiring.

ii. the Village Hall becoming unfit for the use intended by the Hirer.

iii. an emergency requiring the use of the Village Hall for the community such as an emergency shelter.

iv. when the Village Hall is required for use as a Polling Station.

**22. End of Hire:** The hirer shall be responsible for leaving the Village Hall and surrounding area in a clean and tidy condition, securely locked unless directed otherwise. All damage and breakages will be charged to the Hirer. Any contents temporarily removed from their usual positions should be replaced otherwise the Trustees shall be at liberty to make an additional charge. The key should be returned to the Bookings Clerk as arranged. All equipment, appliances and any other items brought into the Village Hall shall be removed at the end of the hiring unless agreed with regular hirers.

**23. Noise:** The Hirer shall ensure that the minimum of noise is made on arrival and departure, particularly late at night and early in the morning. Amplified music is only allowed within the hall and must cease at a

time determined by the licensing authority (check with the Bookings Clerk for details).

**24. Stored Equipment/Substances:** Hale Village Hall and its Trustees accept no responsibility for any stored equipment or other property brought into or left at the Village Hall and all liability for loss or damage is hereby excluded.

No substances in association with the Control of Substances Hazardous to Health Regulations 2002 (CoSHH) shall be left uncontrolled within the facility at any time.

**25. Alterations:** No alterations or additions may be made to the Village Hall, nor may any fixtures be installed or notices, placards, decorations or other articles be attached in any way to any part of the Village Hall without the prior written approval of the Bookings Clerk.

**26. Smoking:** No smoking is allowed in the Village Hall. The Hirer shall ensure that the Hirer's invitees, comply with the prohibition of smoking in public places provisions of the Health Act 2006 and regulations made thereunder. Any person who breaches this provision shall be asked to leave the Village Hall.

**27. Furniture and Equipment:** The Hirer must return all furniture and equipment (including that provided in the kitchen) to the location in which it was found at the start of the hire period. The Trustees organise the Village Hall (including the stores and the kitchen) for the convenience and safety of all users and whilst the Hirer may make use of the facilities and equipment as reasonably required it is essential that everything is securely and safely re-instated to its original location before leaving the Village Hall, otherwise a charge to cover the cost of re-instatement could be incurred.

**28. Acceptance of Booking:** Hale Village Hall Management reserve the right to decline a booking request.

**29. DATA Protection:** Personal details about the hirer and, if appropriate, the organisation they represent, will be stored on the Hale Village Hall booking database. The data will be used to manage the hall. Personal information stored by Hale Village Hall may be examined on request but will not be shared with third parties in line with The Data Protection Act 1998.