



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 10TH JUNE 2024 AT 8.00pm

Present: N. Thompson, P Turton, A McNamara, Cllr G Wright, Cllr Williams, Cllr P Lewis, Cllr J McNamara, Cllr C Anderson, Cllr Roberts

In attendance: Mr. Brian Hargreaves (Proper Officer) & 2 Members of the Public

1. **Apologies** – No Apologies were received by the Clerk
2. **Declarations of Interest** – No interests were declared
3. **Public Participation** – A local resident wished to speak about a series of invitations which are being handed out by a local group in respect of the National Volunteers week The Chair advised that this was better suited for discussion at the Parish Council meeting on 17th June 2024
4. **Minutes** – The minutes of the Hale Village Hall Committee Ordinary meeting on 18th April 2024 were approved as a true and accurate account

Proposed by N Thompson and seconded by Cllr Lewis

The Motion was approved

5. **Payments & Receipts** - The list of payments and receipts made between 1st April 2024 and 28th May 2024 as recorded in the cash book record which has been reconciled against the Bank statement to these dates as a true record, all payments having been made under Financial Regulation 6.4 as detailed were accepted by the committee

Proposed by N Thompson and Seconded by Cllr Lewis

The Motion was approved

6. **Accounts** – The reconciled bank statement and summary of receipts & payments 1st April 2024 and 28th May 2024 were accepted as an accurate record and comparison against budget

Proposed by N Thompson and Seconded by Cllr Lewis

The Motion was approved

7. **Village Hall Maintenance** – Cllr Wright suggested that the Clerk write to all volunteers who worked on the Village Hall recently to thank them for their contribution towards the repairs carried out. The whole meeting were happy with the work which has been carried out and Cllr Wright said he can't thank volunteers enough.

- i. A budget of no more than £1500 to complete repair work on the remainder of the Village Hall was approved

Proposed by Paul Turton and seconded by Cllr J McNamara

The motion was approved

- *It was later noted that the Village Hall Management Committee do not have the authority to approve this level of expenditure and the Clerk has therefore included the same proposal on the Agenda for the meeting of the trustee on July 9th 2024 for approval to be sought.*

- ii. Once work on the Village Hall is complete it was agreed that a maintenance schedule will be created and followed to safeguard the need for additional repair work on the hall

8. **Flag Policy** – The Clerk will distribute a draft flag policy to all members of the Village Hall Management Committee for review. It was agreed that in the short term the Flag of St George will fly alongside the Ukrainian Flag. On special occasions of importance other relevant flags will be flown but the National flag will remain flying on its own on the second flag pole.

Proposed by Cllr Wright and Seconded by Paul Turton

The motion was approved in a vote 6 - 3

9. **Tree Survey** – The recent tree survey by Halton Borough Council was presented and discussed. It was agreed that the Clerk will contact Halton BC Open Spaces dept. to seek written permission to prune the overhanging Oak tree and the encroaching Sycamore tree in the north east corner of the rear parking area. The Clerk outlined the concerns of the residents who's properties lie adjacent to the trees in question

10. **Replacement Chairs** – It was agreed that Paul Turton will seek to agree a price for the second hand seats available from a local University. It was agreed that as a short term solution the chairs should be considered to fulfil the current need for more seating. It is believed that the chairs will be available for a very reasonable cost to the Village Hall. It was agreed that Paul Turton should offer £100 for 50 chairs

Proposed by Cllr Roberts and seconded by Cllr J McNamara

The Motion was approved 6 votes for to three votes against

11. **Soundproofing** – Cllr Anderson advised that she can obtain the materials to make sound proofing panels for the Village Hall for £312.00 plus the cost of suitable boards to mount the materials on. There was an expression of concern about the proposed use of fire retardant ply wood due to its weight and difficulties fastening them to the walls. An alternative material will be found if possible. Maybe a fibre board could be used and further enquiries will be made by Cllr Anderson.

12. **Dishwasher Maintenance** - It was agreed to have the Glass/Dish washer in the Village Hall Kitchen serviced and cleaned by a professional company at the estimated cost of £46.00 plus any parts. The unit has not been serviced since its installation although it is PAT tested on an annual basis.

Proposed by Cllr Roberts and seconded by Cllr Wright

The Motion was approved

13. Future Meeting – To be confirmed

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