



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



MINUTES OF THE ANNUAL MEETING OF HALE PARISH COUNCIL

HELD ON MONDAY 22nd MAY 2023 AT 8.00pm

Present: Cllr Mitchell, Cllr Healey, Cllr Cleary, Cllr Anderson Cllr King, Cllr Brown.

In attendance: B Hargreaves (Clerk) and twenty five members of the Public

- 1/ **Election of Chair** – Cllr Mitchell was proposed by Cllr Cleary and seconded by Cllr Brown. There was one abstention.

The Motion was approved

- 2/ **Election of Vice Chair** – Cllr Cleary was proposed by Cllr Mitchell and seconded by Cllr King. There was one abstention.

The Motion was approved

- 3/ **Apologies** – Were received from Cllr Trevaskis and Cllr Williams

- 4/ **Declaration of Interests** - No interests were declared.

- 5/ **Public Participation** – The Chair allowed a member of the public to enquire briefly about the likelihood of there being any planned events such as the Xmas Party, Halloween Event and the Easter Egg Hunt managed by Hale Parish Council in the future. The Clerk agreed to put this matter on a future Agenda for discussion.

6/ Minutes –

- i. The Minutes of the Parish Council Ordinary meeting on 20th March 2023 were approved with amendment to the Public Participation Item 3
Proposed by Cllr Anderson and seconded by Cllr Cleary
- ii. The Minutes of the Parish Council Ordinary meeting on 24th April 2023 were approved
Proposed by Cllr Healey and seconded by Cllr King

7/ Accounts - The financial statement for Hale Parish Council for the period 13th February 2023 to 31st March 2023 was accepted as a true and accurate account.

Proposed by Cllr Healey and seconded by Cllr King

The Motion was approved

8/ End of Year Accounts – The end of year accounts presented by the Clerk were rejected by the Chair pending further clarification of particular items. The Chair asked for a meeting with the Clerk & the internal Auditor to resolve the issue. The clerk stated that the Auditor is based in mid Wales and that the cost of a meeting might be prohibitive.

9/ AGAR Return 2022 – 2023 – This item was deferred pending correction on the Annual Governance statement

10/ Standing Orders & Financial Regulations –The working group consisting of Cllrs Cleary, Mitchell & King conducted a review and reported back to the Ordinary meeting of the Parish Council. The review is minuted and amendments to current documents have been highlighted for final approval. This item is deferred until the Ordinary Meeting on 17th July 2023

11/ Risk Management Scheme & Policy The working group consisting of Cllrs Cleary, Mitchell & King conducted a review and reported back to the Ordinary meeting of the Parish Council. The review is minuted and amendments to current documents have been highlighted for approval. This item is deferred until the Ordinary Meeting on 17th July 2023

12/ Members Code of Conduct - The working group consisting of Cllrs Cleary, Mitchell & King conducted a review and reported back to the Ordinary meeting of the Parish Council. The review is minuted and amendments to current documents have been highlighted for approval. This item is deferred until the Ordinary Meeting on 17th July 2023

13/ Policies – The policies included Ref: i – o were all deferred until the Ordinary meeting on 17th July 2023 pending review by a working group consisting of Cllrs, Mitchell, Cleary and King. The review will be minuted and any amendments to current documents will be highlighted for approval.

- **Items 10 – 13 are all deferred (as noted) until the July Parish Council Meeting when two new Council Members will be present to discuss them.**

Proposed by Cllr Brown and seconded by Cllr King

The Motion was approved

14/ Terms of Reference -

- i. Personnel Committee** – The terms of reference for the Personnel Committee were approved without amendment.
Proposed by Cllr Cleary and seconded by Cllr Anderson

The Motion was approved

- ii. Wellbeing Committee** – It was resolved to make the Wellbeing Committee a budget item only. No working group or committee will exist. The budget will exist for applicants to draw upon

Proposed by Cllr Cleary and seconded by Cllr Anderson

The Motion was approved

- iii. Finance Committee** - The terms of reference for the Personnel Committee were approved without amendment.
Proposed by Cllr Anderson and seconded by Cllr King

The Motion was approved

Working Groups – The following working groups were agreed

- i. **Civic Service** – Members Cllrs Mitchell, King, Healey and a new Councillor.
- ii. **War Memorial** - Members – Cllrs Cleary, Healey and an RBL representative
- iii. **Guildswomen Selection Group** – Cllrs Anderson, Cleary and a Guildswoman Representative
- iv. **Liverpool Airport Consultative Committee Representatives** – Cllrs Trevaskis and a new Councillor

Proposed by Cllr Mitchell and seconded by Cllr Brown

The Motion was approved

15/ Asset Register - The Asset Register was approved with amendments as specified. Valuations for the Village Hall, the canon at the Village Hall and establish ownership of Hale Park gates are required.

Proposed by Cllr Mitchell and seconded by Cllr Cleary

16/ Dates for Future Meetings - It was resolved to accept the following dates for Ordinary Parish Council meetings in 2023 – 2024

19th June 2023

17th July 2023

18th September 2023

16th October 2023

20th November 2023

22nd January 2024

19th February 2024

18th March 2024
22nd April 2024

- i. **Annual Parish Council Meeting 2023** - It was resolved to hold Hale Parish Council Annual Meeting for 2024 on Monday 20th May 2024

The Chair thanked members and closed the meeting at 9.30pm