



# HALE PARISH COUNCIL

OF THE HALTON BOROUGH IN  
THE COUNTY OF CHESHIRE



**DRAFT MINUTES OF THE ORDINARY PARISH COUNCIL MEETING  
OF HALE PARISH COUNCIL HELD IN HALE VILLAGE HALL  
ON MONDAY 18th JULY 2022 AT 7.30pm**

Present: Cllr Mitchell, Cllr Anderson, Cllr Spargo, Cllr Cleary, Cllr Trevaskis, Cllr Brown, Cllr McNamara Cllr Williams, Cllr King, Cllr Healey

In attendance: The Clerk and thirteen members of public were also present

- 1. Apologies** – No apologies were received by the Clerk
- 2. Declarations of Interest** - No declarations of interest were recorded by the Clerk
- 3. Public Participation** – The Chairman allowed two members of the Public to address the meeting.

The Lord Mayor thanked everybody who had been involved in the Jubilee celebrations on 2<sup>nd</sup> June 2022 for their help and contribution. In particular he singled out Hale Parish Council, The Guildswomen of Hale, Cllr Spargo and a local photographer for their photographs, and all the local Volunteers involved. He described how he would like to use the surplus money which remains in the Jubilee fund to commission some signage for each end of the Village.

The Chair advised a member of the public that the Item he wished to discuss was included on the Agenda Item 7 as requested.

#### **4. Minutes**

##### **Minutes of Meeting on 12<sup>th</sup> May 2022 -**

- i.** In a named vote it was resolved to amend the minutes item 10(a) ii to read **“Terms of Reference were read out at the Parish Council Meeting on 12<sup>th</sup> May 2022”**

Also to remove lines 3 & 4 from the first Agenda Item

Cllrs Healey, King, Cleary, Mitchell and Brown voted for the amendments. Cllrs Trevaskis, Williams and Spargo were against. There were two abstentions.

### **The Motion was approved**

- ii. With the amendment above completed the minutes for the Parish Council Meeting on 12<sup>th</sup> May 2022 were approved as a true record and in a named vote -

Cllrs Healey, King, Cleary, Mitchell, Spargo and Brown voted for the motion. Cllrs Trevaskis and Williams were against. There were two abstentions.

NB - The Chair has indicated that he will be including a recording of the relevant meeting and will attach a Note of explanation with regards to the accuracy of the approved minutes.

### **The Motion was approved**

#### **Minutes of Meeting on 22<sup>nd</sup> June 2022**

- i. After an addition to Item 4 Cllr Trevaskis proposed that the minutes for 22<sup>nd</sup> June 2022 be accepted as a true record. In a named vote Cllrs Trevaskis, Spargo, McNamara, Anderson and Williams voted in favour. Cllrs Cleary and Brown voted against. There were three abstentions

### **The Motion was approved**

## **5. Matters Arising From previous Parish Council Meetings**

- i. **Operation London Bridge** – Cllr Cleary briefed the meeting about the official published protocols to be adopted in the event of the death of a Senior member of the Royal Family.

It was resolved that Hale Parish Council will take the following steps in the event of Operation London Bridge being activated and that the Clerk will have delegated authority to purchase relevant items.

- Open 2 books of condolence
- Union Flag to be flown ½ mast
- Provision & signage for Flowers to be placed at the Cenotaph (No Plastic elements) Flowers must be compostable and will be removed on D-Day + 11
- Purchase & Display of an official picture of the deceased Member of the Royal Family which will be edged in black ribbon and uploaded to the Parish Council website with the dates of Reign or term of office.
- Publication of a message of condolence from the Chair of the Parish Council

Cllr Cleary proposed the motion and Cllr Trevaskis seconded it

**The Motion was approved**

Cllr Spargo thanked Cllr Cleary for his thorough, research and presentation

6. **Ward Councillors Report** – Cllr Wharton sent a report advising that funding has been secured to replace the fencing which bounds the dog walking area in Hale Park. The new fencing will be made of metal and it is hoped that this will ensure a longer life span for the installation
7. **Complaints** - A local resident referenced a series of historical complaints and advised that this is the fifth time he has attempted to discuss the complaints. The Chair advised that any complaints regarding Code of conduct by Members can only be considered by the Monitoring Officer at Halton Borough Council. Complaints regarding “operational” issues can be resolved by the Parish Council. The Clerk does not have a record of the alleged complaints which were lodged before his term of office but will look into the matter and discuss a course of action (if any) with the Chair. The resident will contact the Monitoring officer to gain some clarification regarding the nature of the complaints.
8. **Payments & Receipts** – The payments & receipts for the period 20<sup>th</sup> June 2022 – 7<sup>th</sup> July 2022 were accepted as a true & accurate record. Proposed by Cllr Spargo and seconded by Cllr Anderson

**The Motion was approved**

9. **Accounts** – The reconciled bank statement and summary of receipts and payments 10<sup>th</sup> June 2022 – 7<sup>th</sup> July 2022 were accepted as a true and accurate record. Proposed by Cllr McNamara and seconded by Cllr Anderson

**The Motion was approved**

10. **AGAR Submission** – The amended AGAR submission for 2021 – 2022 was accepted.

Proposed by Cllr Anderson and seconded by Cllr Williams

**The Motion was approved**

11. **Internal Audit Report** – To receive and accept the Internal audit report for 2021-2022

Proposed by Cllr Spargo and seconded by Cllr Williams

**The Motion was approved**

- 12. Terms of Reference – Finance Committee** – Cllr Trevaskis added a friendly amendment to the proposed model Terms of Reference supplied by Cllr Mitchell. It was agreed that all members of the Finance Committee should undergo finance training when available and that this stipulation be added to the terms. He also asked that the policy is checked to ensure that it does not contradict or conflict with the terms of the Parish Council Financial Regulations

Proposed by Cllr Mitchell and seconded by Cllr Trevaskis

**The Motion was approved**

- 13. Finance Committee** – It is noted that Cllr Mitchell reported on the recent Finance Committee meeting 4<sup>th</sup> July 2022 and requested that the Items included on the current Asset list be discussed at a future meeting.

- 14. Jubilee Mugs** – The design for a presentation commemorative Mug was accepted with a minor amendment.

Proposed by Cllr Trevaskis and seconded by Cllr Cleary

**The Motion was approved**

- 15. CLOPUD** - It was noted that the planning application ref: 22/00019/PLD by Liverpool John Lennon Airport for a Lawful Development Certificate has been refused by Halton Borough Council.

- 16. Benches** – It was resolved to accept the quotation for 4 Vandal-proof Broxap benches and the proposed siting's of 2 near the shops at Ivy Farm Court Town Lane and 2 close to the war memorial were agreed by Members.

Proposed by Cllr McNamara and seconded by Cllr Trevaskis

**The Motion was approved**

- 17. Chalc HR Training Session** – It was resolved to ask the Clerk to reserve 10 places for the HR Training (6pm – 8pm) offered by Chalc on 21<sup>st</sup> September 2022.

- 18. Village Forum** – It was proposed by the Chairman that an informal Village Forum be established to consider any proposals and suggestions from groups or individuals within the Village which aims to co-ordinate and prevent duplication of events and proposals. Cllr Williams seconded the proposal.

**The Motion was approved**

- 19. Proms In The Park** – The Chair gave an update on the progress of the plans to stage a concert in Hale Park. He advised that a submission has been made to Halton BC and full approval is being considered at present.

**20. Bat Detector** – A proposal by the Chair to install a Bat Detector on the outside of Hale Village Hall to encourage people to monitor the bat population in the area was seconded by Cllr Williams. In a named vote the motion was defeated on the basis that any equipment would be hard to monitor and open to abuse or theft.

Cllrs Healey, Trevaskis, and Williams were in favour of the proposal.

Cllrs Anderson, McNamara, Spargo. King, Brown and Cleary were against

And Cllr Mitchell abstained.

**The Motion was defeated**

**The Meeting Closed at 10.00pm**