



HALE PARISH COUNCIL

of the Halton Borough in the County of
Cheshire



Minutes of the **PARISH COUNCIL MEETING** held on

Thursday the 27th February 2020 at **HALE VILLAGE HALL, HIGH STREET, HALE VILLAGE, L24 4AE**
COMMENCING AT 7.30PM

Present: Cllrs Trevaskis, Spargo, Mitchell, Cleary, Healey, Williams, Wright and Anderson

There were six members of the public present.

1. To receive Apologies

Cllrs Hunter and Kierman

2. To consider and approve the Minutes of the meetings held on the 23rd January 2020 and 4th February 2020

It was resolved that the Minutes of the meetings held on the 23rd January 2020 and 4th February 2020 should be approved and that the Chairman should be authorised to sign them as a true and accurate record.

3. To receive Declarations of Interest

None

4. To receive and note (if available) the police report on crime statistics

A police report was handed out to members and residents present – there were few incidents to report – further concern about speeding traffic was mentioned and it was confirmed that the police would be given a key to the VH for the conducting of their surgeries.

5. To receive an update with regard to the Village Hall.

A short verbal report was provided – there have been no recent issues – bookings are at a high and the VH is very busy.

6. To adjourn the meeting for a period of public participation

It was mentioned that the cleaner / caretaker was now back at work

7. To receive and ratify the list of payments (enclosed) made between 1st January 2020 and 31st January 2020 recorded in the Cash Book Record which has been reconciled to the Bank Statements to that date all payments having been made under Financial Regulation 6.4 as detailed below:

24/01/2020	GOOGLE MONTHLY SUBSCRIPTION	ONLINE	115	37.26
29/01/2020	WV MCENNERNEY WHITTLE SAL AND EXPENSES	ONLINE	116	1026.72
29/01/2020	VIKING DIRECT STATIONERY	ONLINE	117	270.71
29/01/2020	MT SUTTON XMAS TREE SUPPLY AND ERECT	ONLINE	118	120.00
29/01/2020	HMRC TAX AND NI DEDUCTIONS	ONLINE	119	615.76
29/01/2020	SCOTT HARRIS GARDEN SERVICES	ONLINE	120	30.00

It was resolved that the payments referred to above should be ratified

8. To approve and adopt the following policies/documentation which have already been circulated to members in advance of this meeting

- Safeguarding Children and Young People / Vulnerable Adults Policy
- Complaints Policy
- Publication Scheme
- Equality and Diversity Policy
- General External Privacy Notice
- General Internal Privacy Notice for Staff, Councillors and Role Holders
- Data Protection Policy

It was resolved that the documentation mentioned above should be approved and that the Clerk would be the Safeguarding Officer with Cllr Anderson as the Assistant

9. To consider and approve that John Henry should be appointed as the Internal Auditor for 2019/2020

It was resolved that John Henry should be appointed as the Internal Auditor for 2019/2020

10. To appoint a panel to consider the applications for the role of 'bookings officer' who will then undertake any required sift, undertake interviews and appoint a suitable candidate

It was resolved that Cllrs Spargo, Trevaskis, Mitchell and Wright should form the panel and that they would undertake any required sift, undertake structured interviews (the questions to be drafted for approval by the Clerk) and appoint a suitable candidate.

11. To note that the next meeting is scheduled for Monday the 16th March 2020

It was noted that the next meeting is scheduled for Monday the 16th March 2020