



HALE PARISH COUNCIL

OF THE HALTON BOROUGH IN
THE COUNTY OF CHESHIRE



**DATED THIS THIRTEENTH DAY OF JUNE 2023
MEMBERS OF HALE PARISH COUNCIL ACTING AS
TRUSTEES OF HALE VILLAGE HALL
ARE HEREBY SUMMONED TO ATTEND A MEETING
TO BE HELD IN HALE VILLAGE HALL, HIGH STREET,
HALE, HALTON L24 4AE
AT 7.30 PM ON TWENTY SIXTH DAY OF JUNE 2023
TO TRANSACT BUSINESS AS SHOWN IN THE AGENDA.**

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 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 review and approve the Minutes of The Meeting of Hale Parish Council acting as sole Trustee 15th February 2023
4. **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.*

5. **Accounts Submission** – To agree for a change to the accounting period currently January 1st – December 31st and to inform the Charity Commission of the change. It is proposed that the financial accounting period should run from April 1st – March 31st annually.
6. **Gas Usage** – To agree to ask the Clerk to inform the Charity Commission about the unauthorised use of Gas in the Village Hall and the subsequent steps taken to resolve the issue.



HALE PARISH COUNCIL

OF THE HALTON BOROUGH IN
THE COUNTY OF CHESHIRE



DRAFT MINUTES OF THE MEETING OF HALE PARISH COUNCIL ACTING AS SOLE TRUSTEE OF HALE VILLAGE HALL

HELD ON WEDNESDAY 15th FEBRUARY 2023 AT 7.30pm

Present: Cllr Trevaskis, Cllr Healey, Cllr King, Cllr McNamara, Cllr Anderson, Cllr Williams

In attendance: Mr. Brian Hargreaves (Proper Officer) & 1 Member of the Public

- 1. Apologies** – Cllrs Spargo and Mitchell registered their apologies with the Clerk
- 2. Declarations of Interest** – No declarations of interest were received
- 3. Minutes** – The minutes of the Annual meeting (Pt 3) 14th November 2022 were accepted as a true and accurate record.

The motion was proposed by Cllr Trevaskis and Seconded by Cllr Healey

The Motion was approved

- 4. Public Participation** – No members of the Public wished to address the meeting.
- 5. Hall Maintenance** – In the absence of the authors of the Safety/Maintenance audit it was agreed that the Clerk should arrange a meeting between the Parish Council's third party consultant Charlie Jones from Risk Services Ltd and Peter Platt from the Village Hall Committee. It was noted that there are a significant number of subjective opinions which need to be addressed in the interest of safety and that some items of significance may need to be added to any subsequent maintenance schedule. It was noted that a Tree survey will need to be undertaken and that consideration in the Village Hall budget should allow for items of significance which have already been identified such as the condition of the Hall floor and the replacement of the cladding to the front elevation of the Hall. It was proposed by Cllr McNamara that a figure of £15000 should be allocated for maintenance work. This was seconded by Cllr King

The motion was approved unanimously

- It was noted by Cllr King that the Electrical cut out on the main electrical supply is an out of date (black) version which has now been superseded following safety concerns. The current version of the cut-out component should be grey in colour.

6. Budget Review

It was resolved to propose the following amendments to the current budget lines for acceptance of the full 2023-2024 Budget at the Parish Council meeting on February 27th 2023.

- i. **Staffing** - £25000 (from £26000) Proposed by Cllr Anderson and seconded by Cllr King
- ii. **Water** - £735 Proposed by Cllr McNamara Seconded by Cllr Williams
- iii. **Rates** - £160 (from £320) Proposed by Cllr Anderson seconded by Cllr Williams
- iv. **Subscriptions** - £750 (from £475) Proposed by Cllr Anderson and Seconded by Cllr McNamara
- v. **Repairs & Maintenance** - £15000 (from £3000) Proposed by Cllr McNamara and Seconded by Cllr King
- vi. **Gas** - £2500 - Proposed by Cllr Anderson Seconded by Cllr McNamara
- vii. **Capital Equipment** - £250 - Proposed by Cllr McNamara Seconded by Cllr Williams
- viii. **Contingency** – £1000 (from £5000) Proposed by Cllr Williams and seconded by Cllr McNamara
- ix. **Electricity** - £2500 – (from £2000) Proposed by Cllr King Seconded by Cllr Healey
- x. **Telephone / Internet** - £450 (from £840) Proposed by Cllr McNamara and seconded by Cllr Anderson

A total budget requirement of **£48345.00** was agreed by members. It is anticipated that a Bank Carry forward of **£20626.91** at 1st April 2023 will result in a Budget requirement of **£27718.09** which it is felt can be achieved through Income from Hall rental in 2023/2024 and without additional support from Hale Parish Council.

The Chairman was cautious and explained that whilst the proposed Budget may balance this year due to a substantial carry forward of funds, next year will be substantially more difficult to balance and may require additional funding. He said that he would write to Hale Parish Council as Trustees of Hale Village Hall charity to enforce that belief and to warn against a yo-yo effect precept which has a detrimental impact and which he has witnessed previously.

The Chairman closed the Meeting at 9.15pm