



HALE PARISH COUNCIL

OF THE HALTON BOROUGH IN THE COUNTY OF CHESHIRE



DRAFT MINUTES OF THE ANNUAL GENERAL MEETING OF HALE PARISH COUNCIL HELD AT HALE VILLAGE HALL ON MONDAY 20th MAY 2024 AT 8.00pm

Present: Cllr Healey, Cllr Trevaskis, Cllr Williams, Cllr Roberts,
Cllr McNamara, Cllr Wright, Cllr Anderson

In attendance: The Clerk, and two member of public were also present

1. **Election of Chair** – Cllr Roberts was nominated and seconded to remain in position as Chair of Hale Parish Council for 2024 – 2025

Proposed by Cllr Trevaskis and seconded by Cllr Anderson

The Motion was approved Unanimously

2. **Election of deputy Chair** – Cllr Williams was nominated & seconded to remain in position as deputy Chair of Hale Parish Council for 2024 – 2025

Proposed by Cllr Roberts and seconded by Cllr Trevaskis

The Motion was approved Unanimously

3. **Apologies** - An apology was received from Cllr Lewis. No apologies were received from Cllrs Cleary or Brown
4. **Declarations of Interest** – The Clerk declared an Interest in Item 18 (ii) a planning matter which was submitted by a family member.
5. **Public Participation** – The chair allowed members of the Public to address the meeting

A local resident expressed her opinion regarding the problem of dog fouling within the Village which was discussed at a previous meeting. She noted that she felt the Newsletter recently published has made a difference and that the situation has improved substantially on local roads although the park remains a serious issue.

Another resident highlighted the fact that she has seen an increase in the number of used bags of dog waste being discarded irresponsibly and not being placed in designated waste bins

Cllr McNamara gave a summary of his latest meeting with Liverpool John Lennon Airport stating that they are happy with the current positive outlook moving forwards. Jet 2 have now commissioned three of the expected five aircraft to be based permanently at Liverpool and are very pleased with the initial response by users.

The airport monitoring board reported that a majority of 70% of aircrafts land using the airspace above Hale. A further 30% take off over the village which proves to be

noisier but is determined by wind direction. The majority of all flights will take off between 6.30am and 11.30pm. There are a couple of hundred flights per year which land after midnight but they do not generally take off again until the more acceptable window described above.

The monitoring board informed the meeting that there was no information to compare historical complaints from 2022 but that there had been 52 complaints regarding aircraft noise in 2023 which were made by 3 separate individuals. By comparison there were 17 complaints about noise from the county of Cheshire.

One of the local residents asked whether there was any discussion regarding parking in and around the airport. Cllr Wright informed the meeting that it was recognised that Ryanair and Easyjet received preferential landing charges and that the airport surprisingly makes more profit from the parking associated with airport use than through the business activity with these two aircraft companies.

The airport has expressed an expectation that the airport throughput will reach 6 million users in the next year. To date it has provided an additional 200 jobs with the addition of Jet 2 but it was noted that the Liverpool City Council are not very supportive of the needs of Hale Village.

Cllr Trevaskis enquired whether any information regarding the installation of the solar farm on Hale Road was available. He expressed a view that the airport has a history of land grabbing and gave the example of the old Dunlops land which was gifted to the airport by Liverpool City Council for airport support buildings only to be sold at a later date to Barrett homes for housing.

The Chair thanked Cllr McNamara for attending the relevant meetings and for the valuable feedback provided.

6. **Minutes.** –

- i. The minutes of the Ordinary Meeting of 15th April 2024 were recorded as a true and accurate account

Proposed by Cllr Anderson and seconded by Cllr Wright

The Motion was approved Unanimously

7. **Payments & Receipts** – Cllr Wright proposed that all payments and receipts for the period 1st April 2024 and 15th May 2024 are a true and accurate record. This was seconded by Cllr Healey

The Motion was approved Unanimously

8. **Sample Invoices** – A selection of Invoices was examined to ensure that no phishing or ghost payments have been made

Voucher	Date	Chq/Rec No.	Description	Supplier	Total	Balance	Cashed date
			STARTING BALANCE			31,927.20	
1	02/04/2024		Precept	Halton Borough C	58,845.50	90,772.70	02/04/2024
1	02/04/2024		Insurance	Hiscox	-284.11	90,488.59	02/04/2024
2	04/04/2024		Village Hall Support	Hale Parish Coun	-31,000.00	59,488.59	04/04/2024
3	08/04/2024		Google Invoice	Google Ireland Ltc	-15.41	59,473.18	08/04/2024
2	17/04/2024		Vat Refund	VAT Refund	1,182.70	60,655.88	17/04/2024
4	23/04/2024		Maintenance	Lucas Electrical	-202.00	60,453.88	23/04/2024
5	25/04/2024		Subscription	Chalc	-570.76	59,883.12	25/04/2024
6	25/04/2024		Clerk Salary	Hale Parish Coun	-1,087.60	58,795.52	25/04/2024
7	25/04/2024		Clerks Expenses	Clerk Expenses	-10.00	58,785.52	25/04/2024
8	25/04/2024		Clerk Salary	Clerk Salary	-315.84	58,469.68	25/04/2024
9	01/05/2024		Insurance	Hiscox	-284.11	58,185.57	01/05/2024
10	03/05/2024		Payroll & Scribe	Scribe (Starboard	-414.72	57,770.85	03/05/2024
11	08/05/2024		Google Invoice	Google Ireland Ltc	-18.00	57,752.85	08/05/2024

Checked and approved by Cllr McNamara

9. **End of Year Accounts** – To receive the reconciled bank statement and summary of receipts & payments for the period April 1st 2023 – 31st March 2024 and to accept them as an accurate record and comparison against budget

Proposed by Cllr Wright and seconded by Cllr Anderson

The Motion was approved unanimously

10. **Notice of Public Rights to Inspect** – It was agreed that the period for Notice of Public Rights to inspect and publication of unaudited Annual Governance & Accountability Return for the year ending 31st March 2024 should run from 1st July 2024 – 9th August 2024

Proposed by Cllr Trevaskis and seconded by Cllr McNamara

The Motion was approved unanimously

11. **Risk Management Scheme & Policy** – The Risk Management Scheme and Policy were approved without amendment

Proposed by Cllr Roberts and seconded by Cllr Trevaskis

The Motion was approved unanimously

12. **Members Code of Conduct** - The Members Code of Conduct was approved without amendment

Proposed by Cllr Roberts and seconded by Cllr Trevaskis

The Motion was approved unanimously

13. **Policies** – The following Policies were renewed without amendment.

- i. Grievance Policy
- ii. Dignity at Work Policy
- iii. Disciplinary Policy

Proposed by Cllr Roberts and seconded by Cllr Trevaskis

The Motion was approved unanimously

The following Policies were deferred for review by a working group possibly consisting of Cllrs Lewis, McNamara, Roberts & Trevaskis

- iv. Standing Orders
- v. Financial Regulations
- vi. Scheme of Delegation
- vii. Social Media Policy
- viii. Complaints Procedure
- ix. Public Complaints Procedure

Proposed by Cllr Roberts and seconded by Cllr McNamara

The Motion was approved unanimously

14. **Asset Register** – The Asset register was approved as a true and accurate account with a caveat that any updates can be made at a later date pending further scrutiny.

Proposed by Cllr Roberts and seconded by Cllr Williams

The Motion was approved unanimously

15. **Planning** – The Planning applications ref 24/00168/FUL and 24/00162/FUL were discussed by the Council. No issues of concern were raised and it was proposed that the applications proceed without objection from Hale Parish Council

Proposed by Cllr Roberts and seconded by Cllr Healey

The Motion was approved unanimously

- 16. Village Sign on War Memorial** – It was resolved to renew the Village sign which has faded on one side. The Clerk has offered to pay for a new sign and to donate it to the Village. In addition it was agreed to speak to Bill Sergeant from HRBL to enquire about re-painting the inscriptions on the memorial and to get quotations to undertake the work. The Chair would like to encourage a more collaborative relationship with all organisation's in the Village and it was noted that some historical differences exist between the Council and the HRBL. It is hoped that a greater understanding can be achieved.

Proposed by Cllr Roberts and seconded by Cllr Trevaskis

The Motion was approved unanimously

- 17. Carnival** – The email recently received by the Clerk from Paul Wright at Halton Borough Council was discussed by the meeting. It was felt that Mr Wright was defensive and has missed the point of the enquiry submitted by the Clerk and it is felt that a further letter explaining that the concerns of the Parish Council are directly concerns about the Carnival Committee being prevented from charging for admittance into the Park during the Carnival event The Carnival relies on this money to fund an event the following year and there are serious concerns regarding to viability going forwards. It is felt that a serious discussion needs to be held with Halton to find a way forward which is suitable for all parties concerned.

Having spoken with Cllr Wharton The Chair informed the meeting that Mr Wharton feels like he has been singled out for criticism. In attempting to build some bridges with Halton Council it was noted by the meeting that no ward councillors have attended Hale Parish Council meetings since 2018 and that it might be a good area to start. It was also noted that we actually have 3 ward councillor's representing the Village and that Cllr Wright is the only one to attend anything the PC have arranged in attending the Civic Service in 2022.

The Chair said he would contact Cllr Wharton to discuss matters again in the near future

- 18. Clerks Annual Leave** – It was resolved to approve the use of the Clerk's delegated authority to arrange his own leave at a time which is appropriate and which does not impact the business of the Parish Council. Any leave requirements which may coincide with the business of the Parish Council will be subject to the approval of the Parish Council allowing time to make arrangements to postpone or move the meeting.

Proposed by Cllr Roberts and seconded by Cllr Anderson

The Motion was approved unanimously

19. Dates of Hale Parish Council Meetings 2024 – 2025

The following dates for Parish Council Meetings were agreed

17th June 2024 - Monday 8pm

15th July 2024 - Monday 8pm

16th September 2024 - Monday 8pm

21st October 2024 - Monday 8pm

18th November 2024 - Monday 8pm

20th January 2025 - Monday 8pm

17th February 2025 - Monday 8pm

17th March 2025 - Monday 8pm

22nd April 2025 – Tuesday 8pm

Proposed by Cllr McNamara and seconded by Cllr Anderson

The Motion was approved unanimously

In accordance with Section 1 of the Public Bodies (Admission to Meetings) Act 1960, the press and public are excluded from the meeting for the following business, on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons arising from the nature of that business or of the proceedings.”

PART TWO

1. **Pension** - To confirm that Hale Parish Council is committed to becoming a member of the Local Government Pension Scheme and that the Role of Clerk and RFO, is entitled to join the contributory pension scheme subject to a contracting out certificate for the purposes of the Pension Scheme Act 1993 and stating that the employment is a contracted-out employment being signed.
 - i. To Confirm that Pension Contributions for the Clerk / RFO will start from 1st April 2024
 - j. To agree the outstanding pension settlement
 - k. To confirm that no retrospective pension liabilities will remain outstanding from prior to the 1st April 2024 starting point.

Proposed by Cllr Roberts and seconded by Cllr McNamara

The Motion was approved unanimously

2. **Guildswomen** – Two nominations were considered for the award of Guildswoman. One of whom has already been proposed and duly accepted. The second nominee was considered and accepted to become a Guildswoman.

Proposed by Cllr Williams and seconded by Cllr Anderson

The Motion was approved unanimously

3. **Staffing** – The Clerk will arrange a date for a Staffing committee meeting with the aim of undertaking job appraisals and signing pension opt out forms for all employees. A request for a weekend meeting was made by Cllr Trevaskis and the Clerk will make arrangements to suit

The Chair Closed the Meeting at 9.45pm