HALE PARISH COUNCIL

OF THE HALTON BOROUGH IN THE COUNTY OF CHESHIRE

MINUTES OF THE ORDINARY MEETING OF HALE PARISH COUNCIL HELD AT HALE VILLAGE HALL ON MONDAY 21st SEPTEMBER 2026 AT 8.00pm

Attendance

Members Present:

Councillors Mark Roberts, Joe McNamara, Luke Trevaskis, Peter Healey, Pat Lewis, Mark Lewis,

Also Present:

The Clerk to the Council; 7 members of the public

1. Apologies for Absence

Apologies were received from Councillors A Hutchinson and C Anderson

2. Declarations of Interest

Cllr J McNamara recorded an interest in Item 1 of the Part ii section of this meeting.

3. Public Participation

i. A number of Submissions from candidates who registered an interest in being co-opted on to Hale Parish Council were presented.4 individuals were considered by the members present. The fifth candidate who had shown an interest sent her apologies for absence due to work commitments

ii. A new Ward councillor for Hale Village introduced himself and announced that he is happy to liaise with Hale Parish Council and to serve as a coduit between the Higher Tier authority and this Parish Council. This was gratefully received and it is hoped that work which is mutually beneficial can be undertaken.

4. Approval of Minutes - Ordinary Meeting – 20th July 2026

Resolved: That the minutes of the Ordinary Meeting held on 20th July 2026 be approved (with a minor amendment) as a true and accurate record.

Proposed by: Cllr J McNamara| Seconded by: Cllr M Lewis | ***Carried with 1 abstention***

5. Accounts
Resolved: That the reconciled bank statement and summary of receipts and payments for the period 8th July 2026 – 9th September be received and approved as a true and accurate record.
It was agreed that in future no copies of Unity Bank Statements will be presented at Parish Council meetings – Instead, the transactions will be reviewed by Cllr M Lewis making a random selection from the accounts presented to him
Proposed by: Cllr J McNamara | Seconded by: Cllr P Lewis | ***Carried unanimously***

6. St Marys Church Defibrillator – It was agreed to defer this item until a member of the Village Hall Management Committee who is familiar with the installation of the communal defibrillators in Hale Village can advise and give an estimate of costs involved in the refurbishing and ongoing maintenance of this individual unit. A local electrical contractor has volunteered to re-site the Church defibrillator for full public access but warned against the status of the church as a listed building

7. **St Marys Church Operations –** The email & explanation from St Marys Church was noted
8. Volunteer Guidance – It was resolved to defer this item and include it on Octobers Agenda for discussion. Possible topics to be addressed are as follows:-

i.e. Neighbourhood Plan,Village Survey, Grant Applications, Heritage/Conservation work

9. ChALC Annual Meeting – It was resolved that Cllrs Trevaskis, Roberts and J McNamara will attend the Annual meeting of ChALC on Thursday 15th October 2026
Proposed by: Cllr L Trevaskis | Seconded by: Cllr M Roberts | ***Carried unanimously***

10. Policy Review
Resolved: That these items be amended as instructed and re-submitted to the Ordinary Meeting on 19th October 2026, to allow further consideration
Proposed by: Cllr J McNamara | Seconded by: Cllr M Lewis | ***Carried unanimously***

11. Installation of new Litter Bins – Including Servicing
Resolved: That the Clerk will order 4 Litter bins from Halton Borough Council at a cost of £500 per bin which includes servicing as agreed. The proposed sites for the new installations are i/**End of Church Road**, ii/**Town Lane Nr Chicane**, iii/**Bridle Path Nr Speke** and the iv/**Bus Stop at Baileys Lane**
Proposed by: Cllr L Trevaskis | Seconded by: Cllr M Roberts | ***Carried unanimously***

12. Parking in Kildare Close

Resolved: It was agreed to defer this item until the Clerk has had time to read the latest email from Cllr A Hutchinson which contains information regarding the Care facility and its licencing, in Kildare Close.

Proposed by: ***Cllr J McNamara*** | *Seconded by:* ***Cllr P Lewis | Carried unanimously***

13. Entertainment

i. **Jazz Night** - it was noted that the Jazz Night is taking place on 24th October and that tickets are now available.

ii. **Halloween** – A number of members are on holiday during the school holidays which coincide with the proposed Halloween event. The Parish council needs somebody to take the lead on this event or to risk losing it in the long term

14. Civic Service – Cllr J McNamara gave an update on the preparations for the Annual Civic service at St Mary's church. Invitations have been sent out and the current Mayor of Halton has replied in the affirmative.

15. Remembrance Day Parade – Cllr J McNamara gave an update on the plans for the Remembrance day 2026 parade. He asked the Clerk to arrange a planning meeting asap to review all the legal considerations.

16. Parish Council, Chairman's Chain of Office. It was agreed to ratify the decision made by the Clerk to have the Chairman's chain of office refurbished at Gladman & Norman in Birmingham at a cost of £351.03

Proposed by: ***Cllr J McNamara*** | *Seconded by:* ***Cllr M Lewis | Carried unanimously***

17 Action Log – It was resolved to defer this item until the Councillor who suggested it returns and is available to advise about how it will work.

18. Training Concerns – It was resolved to defer this item until the next Parish Council meeting in October

Proposed by: ***Cllr M Roberts*** | *Seconded by:* ***Cllr P Lewis | Carried unanimously***

19. Liverpool John Lennon Airport (LJLA) Consultative Committee – Cllr J McNamara gave an update on the airport but advised that the next management meeting would take place shortly when he would have more, current information to share.

20. Part II Meeting – It was resolved to hold a closed session while matters of a sensitive nature were discussed.

Proposed by: ***Cllr J McNamara*** | *Seconded by:* ***Cllr M Lewis | Carried unanimously***

PART II

1. **Co-Option of two Parish Councillors –** Following a short adjournment when members had an opportunity to discuss the 5 applications, the Clerk issued ballot papers for the first of two rounds of voting. The first round had one candidate emerge with a clear majority without requiring further voting. The Second ballot then took place and a similar outcome saw a second clear majority and a clear result. It was subsequently agreed to offer the two individuals chosen the honour of representing Hale Parish Council in the current 4 year term of office.

   Congratulations to Marie Fisher and to Paula Johnson on their election

2. **Staffing –** A Staffing meeting was arranged for 5pm on 12th October to take place prior to the Village Hall Management Committee Meeting

   Proposed by: ***Cllr M Roberts*** | *Seconded by:* ***Cllr L Trevaskis*** **| *Carried unanimously***

The Chair closed the meeting at 11.15pm