



# HALE PARISH COUNCIL

of the Halton Borough in the County of  
Cheshire



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

Thursday the 23rd January 2020 at **HALE VILLAGE HALL, HIGH STREET, HALE VILLAGE, L24 4AE**  
**COMMENCING AT 7.30PM**

Present: Cllrs Trevaskis, Williams, Kierman, Wright, Hunter and Mitchell

There were 13 members of the public present.

1. To receive Apologies

*Cllrs Healey, Spargo, Anderson and Cleary.*

2. To consider and approve the Minutes of the meetings held on the 18<sup>th</sup> November 2019, 19<sup>th</sup> December 2019 and 9<sup>th</sup> January 2020.

*It was resolved that the Minutes of the meetings held on the 18<sup>th</sup> November 2019, 19<sup>th</sup> December 2019 and 9<sup>th</sup> January 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 report had been received and was made available for members and residents present. It was mentioned that there had been 3 car break ins on Church Road, so it was probably better not to park in that vicinity.*

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

*The Chairman of the VH Committee read out a short update stating that bookings were on the increase. The Clerk handed out an up to date financial statement which confirmed the above and showed income to be 33% above budget with 3 months of the financial year still to go.*

*It was mentioned that recent events have been well supported and thanks were expressed to Ann and the well being volunteers for putting up and taking down the Xmas decorations which provided a good display. There have been plenty of children's parties through December and January and lots of bookings already in for the New Year. Thanks, were expressed to Luke for his work managing the bookings and the two ladies from the coffee shop who helped Gary and Malcolm cleaning the hall. The boiler has been serviced recently and a health and safety inspection has been undertaken with a report due shortly. Apologies to the choir that we were late opening up for and thanks to all volunteers who have helped with functions over the last couple of months.*

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

*It was mentioned that the PC consultants had done a review of H&S at the VH and that a report with any recommendations was awaited. It had already been mentioned that the wedging open of fire doors must not occur and rubber protectors may be needed on some doors. A number of risk assessments had also been done in respect of caretaker / cleaner duties. A resident suggested that it might be appropriate to install a stable type door to the kitchen – this can be looked at once the full report is available.*

*It was also confirmed that the VAT consultant had visited earlier in the week and his report was also awaited. Feedback so far suggests that the reclaim of Vat for building works for the new VH may well be lawful based on the fact that the PC have been acting as the sole managing Trustee of the VH for a number of years despite the documentation not being in place. The report hopefully confirming this is expected within the next couple of weeks.*

*Progress is being made with the documentation to establish the PC as sole Trustee of the Village Hall. A further PC resolution will be required, a new deed drawn up in line with that resolution and then the documentation will be submitted to the Charity Commission for their approval. A number of questions were asked concerning the present situation and the future arrangements. The Chairman reiterated comments which are already in the public domain in the minutes of the last meeting and the Clerk reiterated his understanding of how the future might look which are also recorded in those same minutes. It was suggested residents go online and read ACRE Information Sheet 36 which sets out the principals involved. It was also suggested that when a new VHC is formed it would be expected that any resident members would bring appropriate skills to the table which would assist in managing the VH. The Clerk also indicated that he expected that a VHC meeting would take place as soon as possible after the documentation referred to above had been completed and approved by the CC and that this would hopefully be sooner rather than later.*

*A resident offered to provide and install a clock in the VH – it was suggested this offer should be discussed with the existing VHC.*

*In response to a question concerning residents being aware of what was going on the Chairman indicated that it was hoped that a newsletter could be issued soon.*

7. To receive and ratify the list of payments (enclosed) made between 31st October 2019 and 31<sup>st</sup> December 2019 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

***It was resolved that the list of payments detailed above should be ratified***

8. To receive and approve the quarterly statement of accounts as at 31<sup>st</sup> December 2019

***It was resolved that the quarterly statement of accounts as at 31<sup>st</sup> December 2019 should be approved***

9. To approve a payment of £120 to Mal Sutton for the provision of the 2019 Christmas tree

***It was resolved that the payment mentioned above should be approved***

10. To consider whether this Council should pay for the materials to repair the Christmas Nativity Scene which has deteriorated considerably over recent years at a cost of approx £200. The repairs to be carried out by a local group of volunteers.

***It was resolved that this Council should pay for the materials to repair the Christmas Nativity Scene as detailed above***

11. To approve the following policies/documentation which have already been circulated to members in advance of this meeting
  - Asset Register as at 31<sup>st</sup> December 2019

- Grievance Procedure

***It was resolved that the policies/documentation referred to above should be approved***

12. To appoint a Hearing Panel as may be required from time to time to undertake any Disciplinary or Grievance hearings should an initial informal approach as set out in this Council's policies fail to achieve a satisfactory solution. It is suggested that five members are appointed in the first instance as a pool which will include the Chairman and Vice Chairman of the Parish Council although only three of those five would be required at any one time.

Selection from the pool will be done by the Chairman or in his absence the Vice Chairman taking into account any experience, training and/or any personal involvement of any member of the pool with the issue which has caused the Hearing Panel to be convened in the first place.

Please note that in the case of any Grievance or Disciplinary procedure the decision of the Hearing Panel might be the subject of an appeal which would then be heard by the remaining Members of the Council who had not been involved in the issue or hearing in the first instance.

***It was resolved that Cllrs Williams, Cleary and Anderson should join the Chairman and Vice Chairman and be appointed to the 'pool' referred to above.***

13. To note that the next meeting is scheduled for Monday the 27<sup>th</sup> February 2020

***It was noted that the next meeting is scheduled for the 27<sup>th</sup> February 2020***