



HALE PARISH COUNCIL

OF THE HALTON BOROUGH IN
THE COUNTY OF CHESHIRE



DATED 29th DAY OF OCTOBER 2025
MEMBERS OF HALE PARISH COUNCIL ACTING AS
SOLE TRUSTEE OF HALE VILLAGE HALL
ARE HEREBY SUMMONED TO ATTEND AN ANNUAL MEETING
TO BE HELD IN HALE VILLAGE HALL,
HIGH STREET, HALE, HALTON L24 4AE
ON THE 10th DAY OF NOVEMBER 2025 AT 9.00pm
TO TRANSACT BUSINESS AS SHOWN IN THE AGENDA.

A handwritten signature in black ink, appearing to be 'B. Hargreaves'.

Mr. Brian Hargreaves
Clerk and Responsible Financial Officer

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.

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.

** Please note that anybody wishing to comment should raise their hand, wait to be acknowledged and should address the meeting through the Chair.*

MEETING AGENDA

1. **Apologies** - To receive apologies
2. **Declarations of Interest** - To receive declarations of interest.
3. **Public Participation** – A period of public participation as set out in the “Note to Public” above
4. **Minutes** –
 - i. To consider the Draft minutes of the Ordinary meeting of Hale Parish Council acting as sole Trustee on 13th OCTOBER 2025 and to record as a true and accurate record.
5. **Health & Safety** –
 - i. To receive any recommendations and to consider any proposals submitted by the Village Hall Management Committee
 - ii. To consider any updates or estimates for the pathway re-surfacing
6. **Budget** – To consider a budget proposal from Hale Village Hall Management Committee for FY2627 and to agree a budget for the same.
7. **Next Meeting** - To agree a date for the Next Meeting of Hale Parish Council as sole Trustee of Hale Village Hall.



HALE PARISH COUNCIL

OF THE HALTON BOROUGH IN
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DRAFT MINUTES OF THE MEETING OF HALE PARISH COUNCIL

ACTING AS SOLE TRUSTEE OF HALE VILLAGE HALL

HELD ON TUESDAY 13TH OCTOBER 2025 AT 9.00pm

IN HALE VILLAGE HALL

Present: Cllr M Roberts, Cllr Wright, Cllr P Lewis, Cllr J McNamara, Cllr Healey, Cllr C Anderson, Cllr A Hutchinson

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

1. **Apologies** – Apologies were received from Cllr L Trevaskis, and Cllr B Cleary
2. **Declarations of Interest** – No declarations of interest were received
3. **Public Participation** – No Matters were discussed
4. **Minutes** – The draft minutes of the Meeting of Hale Parish Council as Trustee of Hale Village Hall on 2nd September 2025 were approved and accepted as a true and accurate account.

Proposed by Cllr J McNamara and seconded by Cllr C Anderson

The Motion was approved

5. **FY24 Village Hall Accounts** – The audited accounts, Certificate of Approval and TAR for Hale Village Hall FY24 for submission to the Charity Commission were approved for submission by the Clerk

Proposed by Cllr J McNamara and seconded by Cllr P Lewis

The Motion was approved

6. **Health & Safety** – It was resolved to repair the damaged forecourt paving flags as a matter of urgency. A budget of £500 was proposed and the Clerk will choose a contractor to carry out the repair.

Proposed by Cllr J McNamara and seconded by Cllr P Lewis

The Motion was approved unanimously

7. **Flower Boxes** – It was resolved to ask the caretaker to employ his contact to replace the existing Flower boxes on the forecourt of Hale Village Hall. A Budget of £500 was set for materials and labour.

Proposed by Cllr J McNamara and seconded by Cllr G Wright

The Motion was approved

8. **Chairs** – It was proposed to obtain further estimates for replacement banqueting chairs for use in the Village Hall. It is felt that this is an important decision making process and that the correct chairs need to be found which adhere to existing health & safety regulations. Matching banqueting chairs are required urgently to promote the Village Hall Offering. A local resident with banqueting experience will continue to find some options with a price breakdown.

Proposed by Cllr M Roberts and seconded by Cllr C Anderson

The Motion was approved

9. **Wall Panels** – It was agreed that the current installation is adequate for the purposes it is intended and that hall users are happy with the overall aesthetics and sound deadening effect. It is felt that at this stage no additional work on this project is required.

Proposed by Cllr P Lewis and seconded by Cllr C Anderson

The Motion was approved

10. **Laptop Computer** - It was agreed to set a budget of a maximum £500 to replace the Booking officer's current laptop which has become old and unreliable.(a bit like the Clerk)

Proposed by Cllr J McNamara and seconded by Cllr C Anderson

The Motion was approved

11. **Roll Blinds** – It was agreed to get some comparable prices for replacement blinds for the Village Hall Community room and bring a further proposal back to this Council

12. **Storage** – The Clerk agreed to ask about the current availability and arrange transport for the replacement filing cabinets offered recently by an ex-councillor

13. **Next Meeting** – It was agreed to hold the next Meeting of the Trustee on Monday 10th November 2025 at 9.00pm

The Chair closed the meeting at 9.45pm