



HALE PARISH COUNCIL

OF THE HALTON BOROUGH IN
THE COUNTY OF CHESHIRE



DATED THIS 8th JULY 2026
MEMBERS OF HALE VILLAGE HALL MANAGEMENT COMMITTEE
ARE HEREBY SUMMONED TO ATTEND AN ORDINARY MEETING
TO BE HELD IN HALE VILLAGE HALL, HIGH STREET,
HALE, HALTON L24 4AE
ON 13th JULY 2026 AT 7.30pm
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.

** 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** - To allow for a period of public participation.
4. **Minutes** - To receive the DRAFT minutes of the Village Hall Management Committee meeting on 8th June 2026 and consider approving them as a true and accurate account.
5. **Payments & Receipts** - To receive and consider the list of payments and receipts made 6th May 2026 - 8th July 2026 as recorded in the cash book record which has been reconciled against the Bank statements to these dates, all payments having been made under Financial Regulation 6.4 as detailed.
6. **Accounts** – To receive the reconciled bank statement and summary of receipts & payments between 6th May 2026 - 8th July 2026 and to consider accepting them as an accurate record and comparison against budget (See Attached)
7. **Health & Safety Working Group** – To consider any findings and any actions advised in the Health & Safety & Maintenance audits and to check records & consider any further appropriate actions.
8. **Concerns raised by Cllr Trevaskis** – To discuss the concerns raised, regarding training and to agree upon a resolution.

“Not sure what the problem is here. Brian can you please add this issue to the next VHMC meeting agenda. Luke can you please make yourself available for that meeting to discuss your issues. If you can't make the next VHMC meeting can you please let Brian know and he can add this onto the next PC agenda.”

- i. **Fire Extinguisher Training** – To receive an update by Paul Turton on the training provided in the use of Village Hall fire extinguishers by Councillors' and staff and any associated matters
- ii. **Basic Life Support Training** - To Note the two training session/s planned by the Parish Council. Supplied by Paul Turton in the use of Village Hall defibrillator and advice on how to administer first aid for anybody in the Village wishing to receive the training ,

Planned Dates – Friday 31st July 4pm – 8pm (4 Hrs) 20 people and Saturday 22nd August 9am – 1.00pm (4 Hrs) 20 people

9. Additional Cupboards

- i. A McNamara regarding key holders for the Village Hall cupboards

- ii. To discuss the future use of the newly acquired equipment and its storage.

10. Next Meeting - To arrange a time & date for the next Village Hall Management Committee meeting



HALE PARISH COUNCIL

OF THE HALTON BOROUGH IN
THE COUNTY OF CHESHIRE



DRAFT MINUTES OF THE ORDINARY MEETING OF HALE VILLAGE HALL MANAGEMENT COMMITTEE HELD AT HALE VILLAGE HALL ON MONDAY 8TH JUNE 2026 AT 8.30pm

Present: Cllr P Lewis, Cllr J McNamara, Cllr M Roberts, Cllr C Anderson, P Turton,
A McNamara, N Thompson

In attendance: The Clerk and 2 members of the Public

- 1. Apologies** – Apologies were received from M Fisher
- 2. Declarations of Interest** – No declarations of interest were received by the Clerk
- 3. Public Participation** – a local resident once again raised the issue of Parking and the restricted access to the rear car park of the Village Hall. It was recognised that the Village Hall Management Committee and the Parish Council are extremely sympathetic to the local residents who may feel that they are inconvenienced by vehicles visiting the Hall for organised events. The Clerk will contact Halton Council to explore the possibility of having parking restrictions installed at the entrance to the Village Hall rear car park (Howells Way) to prevent damage to resident's property. It was recognised that traffic issues are outside the remit of the Parish Council but that the Council is keen to find a solution to problems wherever it can.
- 4. Ratification of decisions made**

Subject: Ratification of decisions taken at non-quorate meeting held on 15th May 2026

Background

The meeting of the Village Hall Management Committee held on 15th May 2026 was convened and conducted in good faith, but was not quorate as fewer than the required 3 Parish Councillors were present. Consequently, decisions made at that meeting were not formally authorised at the time. All matters discussed were within the Committee's remit, properly notified, and agreed by those in attendance.

Decisions to Ratify

1. Acceptance of Minutes for 13th April 2026
2. Payments and Receipts 1st Feb 2026 – 6th May 2026

3. Accounts 24th February 2026 – 31st March 2026
4. End of year accounts for 1st April 2025 – 31st March 2026
5. Clerk Agreed to arrange dates for Fire Extinguisher training
6. Clerk agreed to arrange dates for Basic Life Support Training
7. Cllr McNamara proposed a formal application to the Trustee to fund the additional cost of re-surfacing the perimeter path & car park
8. Agreement to purchase a Christmas tree for installation at the Village Hall and to include the proposal for a second tree on the War memorial to be included on the Agenda for the Parish Council meeting on 15th June 2026
9. Agreement to donate the redundant wooden chairs to Halebank Parish Council or to another community based organisation should they not be required

Proposal

That this Council/Committee resolves to **ratify, confirm and approve** all decisions listed above, taken at the meeting on 15th May 2026, and confirms they have full legal effect as if made at a properly constituted quorate meeting.

Proposed by Cllr M Roberts and seconded by Cllr P Lewis

The Motion was approved

5. **Minutes** – The minutes of the Hale Village Hall Management Committee Ordinary meeting on 15th May 2026 were approved and accepted as a true and accurate account.

Proposed by Cllr P Lewis and seconded by Cllr C Anderson.

The Motion was approved

6. Accounts –

- i. The reconciled bank statement and summary of receipts & payments between 1st April 2026 and 6th May 2026 were accepted as an accurate record and comparison against budget.

Proposed by P Turton and Seconded by A McNamara

The Motion was approved

7. Health & Safety Working Group –

- i. **Fire Extinguisher Training** – It was agreed that this training primarily for staff and Councillors' will take place **on Sunday 12th July at 9.00am in Hale Village Hall**
- ii. **Basic Life Support Training** - It was agreed that the this training for Hall users, Councillors, residents and stakeholders will take place on two occasions
 - a. **on Friday 31st July at 4.00pm in Hale Village Hall**
 - b. **on Saturday 22nd August at 9.00am in Hale Village Hall**

****Paul Turton noted that he currently has 11 names of people who would like to undertake this training**

It was agreed that the next Village Hall Management Meeting will take place on 13th July 2026 at 7.30pm

Hale Village Hall
RECONCILIATION - Unity Trust Bank Current A/C 06-07-2026

From Accounts	£13,650.77
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Payments not cashed	Add
Receipts not entered	Subtract

Statement should be	£13,650.77
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Hale Village Hall

Transactions for Unity Trust Bank Current A/C

Voucher	Date	Chq/Rec No.	Description	Supplier	Total	Balance	Cashed date
			STARTING BALANCE			18,608.27	
1	01/04/2026		Hall Rental	C Forbes	125.00	18,733.27	07/04/2026
2	02/04/2026		Hall Rental	Rebecca Riley	144.00	18,877.27	07/04/2026
1	07/04/2026		Pension (Nest)	Nest - Pension	-41.86	18,835.41	07/04/2026
3	09/04/2026		Hall Rental	Phoenix Moon Ma	195.00	19,030.41	14/04/2026
4	09/04/2026		Hall Rental	S Clark	200.00	19,230.41	14/04/2026
5	09/04/2026		Hall Rental	E H Porto	160.00	19,390.41	14/04/2026
6	10/04/2026		Hall Rental	Hale Ladies	105.00	19,495.41	14/04/2026
7	13/04/2026		Hall Rental	Ruth Nickson	27.50	19,522.91	14/04/2026
8	13/04/2026		Hall Rental	Rosina Mclver	40.00	19,562.91	14/04/2026
9	13/04/2026		Hall Rental	JL Smith	27.00	19,589.91	14/04/2026
10	14/04/2026		Hall Rental	Sophie Farrow	100.00	19,689.91	14/04/2026
11	14/04/2026		Hall Rental	Rebecca Riley	144.00	19,833.91	06/05/2026
2	16/04/2026		Cleaning Materials	Kath Barnett	-3.59	19,830.32	06/05/2026
3	16/04/2026		Repairs	Kenny Electrics Lt	-470.00	19,360.32	06/05/2026
4	16/04/2026		Fire Equipment Maintenance	FIS Solutions	-51.08	19,309.24	06/05/2026
5	20/04/2026		Web Site	BT Group	-73.63	19,235.61	06/05/2026
6	20/04/2026		Bookings Mobile Phone	O2 Mobile Phones	-46.08	19,189.53	06/05/2026
7	20/04/2026		Repairs	Caretaker	-36.01	19,153.52	06/05/2026
8	20/04/2026		Equipment	Pat Lewis	-198.39	18,955.13	06/05/2026
12	20/04/2026		Hall Rental	Rebecca Riley	36.00	18,991.13	06/05/2026
13	20/04/2026		Hall Rental	Ruth Nickson	27.50	19,018.63	06/05/2026
14	20/04/2026		Hall Rental	S Flaherty	130.00	19,148.63	06/05/2026
15	20/04/2026		Hall Rental	VKS Pharma L	272.50	19,421.13	06/05/2026
16	20/04/2026		Hall Rental	Hale Parish Council	227.50	19,648.63	06/05/2026
17	20/04/2026		Hall Rental	JL Smith	27.00	19,675.63	06/05/2026
18	20/04/2026		Hall Rental	M Morris-King	108.00	19,783.63	06/05/2026
9	21/04/2026		Stationery Items	V Hargreaves	-7.47	19,776.16	06/05/2026
19	21/04/2026		Hall Rental	Stuart Adams	150.00	19,926.16	06/05/2026
20	22/04/2026		Hall Rental	Francis Doyle	270.00	20,196.16	06/05/2026
21	22/04/2026		Hall Rental	N Haughey	88.00	20,284.16	06/05/2026
23	23/04/2026		Hall Rental	QRAISHI L	120.00	20,404.16	06/05/2026
10	27/04/2026		Water	Water Plus	-68.54	20,335.62	06/05/2026
11	27/04/2026		Electricity	Smartestenergy	-292.35	20,043.27	06/05/2026
24	27/04/2026		Hall Rental	Mal Spargo	270.00	20,313.27	06/05/2026
25	27/04/2026		Hall Rental	Ruth Nickson	27.50	20,340.77	06/05/2026
26	27/04/2026		Hall Rental	Martin P&F Roys	37.50	20,378.27	06/05/2026
27	27/04/2026		Hall Rental	Mersey Wave Chc	144.00	20,522.27	06/05/2026
28	27/04/2026		Hall Rental	V Austin	170.00	20,692.27	06/05/2026
29	27/04/2026		Hall Rental	Activity Co.	27.00	20,719.27	06/05/2026
30	27/04/2026		Hall Rental	Amy Clarke	10.00	20,729.27	06/05/2026
31	27/04/2026		Hall Rental	L Smith	150.00	20,879.27	06/05/2026
32	27/04/2026		Hall Rental	JL Smith	27.00	20,906.27	06/05/2026
12	28/04/2026		Gas	British Gas	-175.51	20,730.76	06/05/2026
33	28/04/2026		Hall Rental	M B Dancing (Mer	549.00	21,279.76	06/05/2026
13	29/04/2026		Bookings Officer	Nest - Pension	-48.21	21,231.55	06/05/2026
34	29/04/2026		Hall Rental	Knitting Club	60.00	21,291.55	06/05/2026
14	30/04/2026		Bank Charges	Unity Bank	-7.00	21,284.55	06/05/2026
35	30/04/2026		Hall Rental	Art Group (Cheque	405.00	21,689.55	06/05/2026
36	01/05/2026		Hall Rental	McGregor	90.00	21,779.55	06/05/2026
37	05/05/2026		Hall Rental	Ruth Nickson	27.50	21,807.05	06/05/2026
38	05/05/2026		Hall Rental	Stuart Adams	45.00	21,852.05	06/05/2026
39	05/05/2026		Hall Rental	Lisa Williams & Cl	100.00	21,952.05	06/05/2026
22	06/05/2026		Hall Rental	APSCCICO	288.00	22,240.05	06/05/2026
40	06/05/2026		Hall Rental	Invisible Skate	60.00	22,300.05	06/05/2026

Hale Village Hall

Transactions for Unity Trust Bank Current A/C

Voucher	Date	Chq/Rec No.	Description	Supplier	Total	Balance	Cashed date
			STARTING BALANCE			18,608.27	
41	07/05/2026		Hall Rental	M Morris-King	72.00	22,372.05	26/05/2026
42	07/05/2026		Hall Rental	M Morris-King	90.00	22,462.05	26/05/2026
43	11/05/2026		Hall Rental	Ruth Nickson	27.50	22,489.55	26/05/2026
44	11/05/2026		Hall Rental	Merseybeats Dance	396.00	22,885.55	26/05/2026
45	11/05/2026		Hall Rental	JL Smith	27.00	22,912.55	26/05/2026
46	12/05/2026		Hall Rental	Charm Ltd	130.00	23,042.55	26/05/2026
15	14/05/2026		CCTV Install	Prime Security	-421.76	22,620.79	26/05/2026
16	14/05/2026		Cleaning Materials	Costco	-13.78	22,607.01	26/05/2026
17	14/05/2026		Refund	M Morris-King	-40.00	22,567.01	26/05/2026
18	14/05/2026		Cleaning Materials	Costco	-4.00	22,563.01	26/05/2026
19	14/05/2026		Fire Equipment Maintenance	FIS Solutions	-51.08	22,511.93	26/05/2026
47	14/05/2026		Hall Rental	Hale Parish Council	155.00	22,666.93	26/05/2026
48	15/05/2026		Hall Rental	Lakes & Rivers	40.00	22,706.93	26/05/2026
49	15/05/2026		Hall Rental	Tree of Life Church	72.00	22,778.93	26/05/2026
50	15/05/2026		Hall Rental	L McEvoy	210.00	22,988.93	26/05/2026
20	18/05/2026		Web Site	BT Group	-73.63	22,915.30	26/05/2026
21	18/05/2026		Electricity	Smartestenergy	-231.80	22,683.50	26/05/2026
51	18/05/2026		Hall Rental	Ruth Nickson	27.50	22,711.00	26/05/2026
52	18/05/2026		Hall Rental	Halton BC	400.00	23,111.00	26/05/2026
54	18/05/2026		Hall Rental	JL Smith	27.00	23,138.00	26/05/2026
55	18/05/2026		Hall Rental	Kyla Alas	105.00	23,243.00	26/05/2026
56	19/05/2026		Hall Rental	QRAISHI L	55.00	23,298.00	26/05/2026
22	20/05/2026		Bookings Mobile Phone	O2 Mobile Phones	-45.60	23,252.40	26/05/2026
53	26/05/2026		Hall Rental	Hale Ladies	11.25	23,263.65	26/05/2026
57	26/05/2026		Hall Rental	Ruth Nickson	27.50	23,291.15	26/05/2026
58	26/05/2026		Hall Rental	Martin P&F Roys	30.00	23,321.15	26/05/2026
59	26/05/2026		Hall Rental	Invisible Skate	60.00	23,381.15	26/05/2026
60	27/05/2026		Hall Rental	Jair Ferreira Lima	60.00	23,441.15	12/06/2026
61	27/05/2026		Hall Rental	Taiwo Adedoyin	45.00	23,486.15	12/06/2026
62	27/05/2026		Hall Rental	Activity Co.	27.00	23,513.15	12/06/2026
63	27/05/2026		Hall Rental	Pollard & Aranda	100.00	23,613.15	12/06/2026
23	28/05/2026		Gas	British Gas	-108.48	23,504.67	12/06/2026
64	28/05/2026		Hall Rental	Samantha Kenwright	100.00	23,604.67	12/06/2026
65	28/05/2026		Hall Rental	The Guildswomen	75.00	23,679.67	12/06/2026
66	28/05/2026		Hall Rental	Mersey Wave Chc	144.00	23,823.67	12/06/2026
24	29/05/2026		Water	Water Plus	-73.62	23,750.05	12/06/2026
25	29/05/2026		HMRC	Hale Parish Council	-504.31	23,245.74	12/06/2026
26	29/05/2026		Garden Waste Recycling	Halton BC	-150.00	23,095.74	12/06/2026
27	29/05/2026		Accountancy	Gibson Schofield &	-240.00	22,855.74	12/06/2026
28	29/05/2026		Signage	B Hargreaves	-85.00	22,770.74	12/06/2026
29	29/05/2026		Keys Cut	V Hargreaves	-11.32	22,759.42	12/06/2026
30	29/05/2026		Caretaker	Hale Parish Council	-559.60	22,199.82	12/06/2026
31	29/05/2026		Bookings Officer	Hale Parish Council	-734.68	21,465.14	12/06/2026
32	29/05/2026		Cleaner	Hale Parish Council	-819.77	20,645.37	12/06/2026
67	29/05/2026		Hall Rental	Hale Parish Council	30.00	20,675.37	12/06/2026
33	31/05/2026		Bank Charges	Unity Bank	-7.00	20,668.37	12/06/2026
68	01/06/2026		Hall Rental	Knitting Club	75.00	20,743.37	12/06/2026
69	01/06/2026		Hall Rental	L McEvoy	30.00	20,773.37	12/06/2026
70	01/06/2026		Hall Rental	Invisible Skate	60.00	20,833.37	12/06/2026
71	01/06/2026		Hall Rental	Pollard & Aranda	140.00	20,973.37	12/06/2026
72	02/06/2026		Hall Rental	JL Smith	27.00	21,000.37	12/06/2026
73	03/06/2026		Hall Rental	AL Griffiths	155.00	21,155.37	12/06/2026
34	08/06/2026		Pension (Nest)	Hale Parish Council	-48.21	21,107.16	12/06/2026
74	08/06/2026		Hall Rental	Ruth Nickson	27.50	21,134.66	12/06/2026

Hale Village Hall

Transactions for Unity Trust Bank Current A/C

Voucher	Date	Chq/Rec No.	Description	Supplier	Total	Balance	Cashed date
			STARTING BALANCE			18,608.27	
75	08/06/2026		Hall Rental	Jones C & Potter l	160.00	21,294.66	12/06/2026
76	08/06/2026		Hall Rental	Luliana-Andre Soi	130.00	21,424.66	12/06/2026
77	08/06/2026		Hall Rental	JL Smith	27.00	21,451.66	12/06/2026
78	10/06/2026		Hall Rental	Racz Ec	100.00	21,551.66	12/06/2026
79	12/06/2026		Hall Rental	McGregor	54.00	21,605.66	12/06/2026
35	15/06/2026		Pathway & car park resurface	P McNabb	-5,412.00	16,193.66	25/06/2026
36	15/06/2026		Cleaning Materials	Littlewoods	-71.54	16,122.12	25/06/2026
37	15/06/2026		Intruder/Fire Alarm Maintenance	FIS Solutions	-51.08	16,071.04	25/06/2026
38	15/06/2026		Cleaning Materials	Costco	-50.00	16,021.04	25/06/2026
39	15/06/2026		Repairs	Mike Burns	-202.00	15,819.04	25/06/2026
40	15/06/2026		Electricity	Smartestenergy	-253.07	15,565.97	25/06/2026
80	15/06/2026		Hall Rental	Pollard & Aranda	60.00	15,625.97	25/06/2026
81	15/06/2026		Hall Rental	Ruth Nickson	27.50	15,653.47	25/06/2026
82	15/06/2026		Hall Rental	JL Smith	27.00	15,680.47	25/06/2026
41	17/06/2026		Hall Maintenance	Caretaker	-167.00	15,513.47	25/06/2026
42	18/06/2026		Web Site	BT Group	-73.63	15,439.84	25/06/2026
43	18/06/2026		Bookings Mobile Phone	O2 Mobile Phones	-45.60	15,394.24	25/06/2026
83	22/06/2026		Hall Rental	Invisible Skate	60.00	15,454.24	25/06/2026
84	22/06/2026		Hall Rental	Ruth Nickson	27.50	15,481.74	25/06/2026
85	22/06/2026		Hall Rental	L McEvoy	50.00	15,531.74	25/06/2026
86	22/06/2026		Hall Rental	S Ferguson	220.00	15,751.74	25/06/2026
87	22/06/2026		Hall Rental	JL Smith	27.00	15,778.74	25/06/2026
88	26/06/2026		Hall Rental	M Morris-King	36.00	15,814.74	06/07/2026
89	26/06/2026		Hall Rental	P Fisher	88.00	15,902.74	06/07/2026
90	26/06/2026		Hall Rental	Ruth Nickson	27.50	15,930.24	06/07/2026
44	29/06/2026		Gas	British Gas	-59.72	15,870.52	06/07/2026
45	29/06/2026		Water	Water Plus	-74.60	15,795.92	06/07/2026
46	29/06/2026		Repayment	clerk - Water	-4.78	15,791.14	06/07/2026
47	29/06/2026		Repairs	Mike Burns	-202.00	15,589.14	06/07/2026
48	29/06/2026		Hall Maintenance	Combined Caterin	-331.06	15,258.08	06/07/2026
49	29/06/2026		Equipment	Littlewoods	-200.00	15,058.08	06/07/2026
50	29/06/2026		Salary Chargeback	Hale Parish Counc	-2,666.60	12,391.48	06/07/2026
91	29/06/2026		Hall Rental	Activity Co.	40.50	12,431.98	06/07/2026
92	29/06/2026		Hall Rental	Martin P&F Roys	30.00	12,461.98	06/07/2026
93	29/06/2026		Hall Rental	J Swan	130.00	12,591.98	06/07/2026
94	29/06/2026		Hall Rental	Martin P&F Roys	7.50	12,599.48	06/07/2026
95	29/06/2026		Hall Rental	Merseybeats Danc	495.00	13,094.48	06/07/2026
96	29/06/2026		Hall Rental	Mersey Wave Chc	180.00	13,274.48	06/07/2026
97	29/06/2026		Hall Rental	Hale Parish Counc	125.00	13,399.48	06/07/2026
51	30/06/2026		Bank Charges	Unity Bank	-7.00	13,392.48	06/07/2026
98	01/07/2026		Hall Rental	Knitting Club	45.00	13,437.48	06/07/2026
99	01/07/2026		Hall Rental	Francis Doyle	180.00	13,617.48	06/07/2026
100	01/07/2026		Hall Rental	JL Smith	27.00	13,644.48	06/07/2026
52	06/07/2026		Pension (Nest)	Nest - Pension	-48.21	13,596.27	06/07/2026
101	06/07/2026		Hall Rental	Ruth Nickson	27.50	13,623.77	06/07/2026
102	06/07/2026		Hall Rental	JL Smith	27.00	13,650.77	06/07/2026
			CLOSING BALANCE			13,650.77	
				Bank statement should show		£13,650.77	

Balance

Available balance

£ 13,650.77

£ 13,650.77

Show:

Transactions

▼

Balances are correct as of 17:36 on 08 Jul 2026.

↓ Date	Description	Paid in	Paid out	Balance
06/07/26	SMITH JL • DANCEBOOTCAMP	27.00		13,650.77
06/07/26	Direct Debit (NEST) • IT000009538931		-48.21	13,623.77
06/07/26	RUTH NICKSON • hale dance club	27.50		13,671.98
01/07/26	SMITH JL • DANCEBOOTCAMP	27.00		13,644.48
01/07/26	FRANCIS DOYLE • HVH-2020-1646	180.00		13,617.48
01/07/26	Hale Ladies Knitti • HVH-2020-1648	45.00		13,437.48
30/06/26	Service Charge		-7.00	13,392.48
29/06/26	B/P to: Hale Parish Counci • MAY CHARGEBACK		-2,666.60	13,399.48
29/06/26	B/P to: Littlewoods • COFFEE MACHINE		-200.00	16,066.08
29/06/26	B/P to: Combined Catering • INV 00104731		-331.06	16,266.08
29/06/26	B/P to: M C Burns • INV 72AC		-202.00	16,597.14
29/06/26	B/P to. • WATER (COSTCO)		-4.78	16,799.14
29/06/26	HALE PARISH COUNCI • INV 1623 & 1624	125.00		16,803.92
29/06/26	MERSEY WAVE C.I.C. • HVH-2020-1640	180.00		16,678.92
29/06/26	MB DANCING (MERSEYBEATS) • 1601 jun 26	270.00		16,498.92
29/06/26	MB DANCING (MERSEYBEATS) • 1601 jun 26	225.00		16,228.92
29/06/26	Direct Debit (WATER PLUS) • 6000422984		-74.60	16,003.92
29/06/26	Direct Debit (BRITISH • BGL0639806- GAS) 0620518		-59.72	16,078.52
29/06/26	MARTIN P&F/ROYS • INV# HVH-2020-933	7.50		16,138.24
29/06/26	J Swan • 1639	130.00		16,130.74

29/06/26	MARTIN P&F/ROYS • INV# HVH-2020-933	30.00	16,000.74
29/06/26	ACTIVITY CO T/AS • HVH-2020-1611	40.50	15,970.74
26/06/26	RUTH NICKSON • hale dance club	27.50	15,930.24
26/06/26	P Fisher • HVH- 2020 - 1630	88.00	15,902.74
26/06/26	M Morris-King • HVH-2020-1572	36.00	15,814.74
22/06/26	SMITH JL • DANCEBOOTCAMP	27.00	15,778.74
22/06/26	FERGUSON S • 1635	220.00	15,751.74
22/06/26	MCEVOY L & S • 1631	50.00	15,531.74
22/06/26	RUTH NICKSON • hale dance club	27.50	15,481.74
22/06/26	INVISIBLE SKATE TR • HVH-2020-1634	60.00	15,454.24
18/06/26	Direct Debit (O2) • 06085499/001	-45.60	15,394.24
18/06/26	Direct Debit (BT GROUP • GP00340133- PLC) 000091	-73.63	15,439.84
17/06/26	B/P to: • HALL MAINTENANCE	-167.00	15,513.47
15/06/26	SMITH JL • DANCEBOOTCAMP	27.00	15,680.47
15/06/26	Direct Debit (SMARTESTENERGY • 70812- BUS) 001	-253.07	15,653.47
15/06/26	RUTH NICKSON • hale dance club	27.50	15,906.54
15/06/26	POLLARD+ARANDA A • INVOICE 1633	60.00	15,879.04
15/06/26	B/P to: M C Burns • INV 72AC	-202.00	15,819.04
15/06/26	B/P to: • COSTCO VH SUPPLIES	-50.00	16,021.04
15/06/26	B/P to: FIS • INVOICE 61026	-51.08	16,071.04
15/06/26	B/P to: Littlewoods • VH CLEANING GOODS	-71.54	16,122.12
15/06/26	B/P to: Paul McNabb • HALE VILL. HALL	-5,412.00	16,193.66
12/06/26	MCGREGOR S & P • HVH-2020-1613	54.00	21,605.66
10/06/26	RACZ EC • 1629	100.00	21,551.66
08/06/26	SMITH JL • DANCEBOOTCAMP	27.00	21,451.66
08/06/26	Iuliana-Andra Soimareanu • 1627	130.00	21,424.66
08/06/26	Direct Debit (NEST) • IT000009538931	-48.21	21,294.66
08/06/26	JONES C & POTTER L • HVH-2020-1626	160.00	21,342.87
08/06/26	RUTH NICKSON • hale dance club	27.50	21,182.87
04/06/26	GRIFFITHS AL • HVH-2020-1621	40.00	21,155.37

03/06/26	GRIFFITHS AL • HVH-2020-1621	115.00	21,115.37
02/06/26	SMITH JL • DANCEBOOTCAMP	27.00	21,000.37
01/06/26	POLLARD+ARANDA A • INV 1619	140.00	20,973.37
01/06/26	INVISIBLE SKATE TR • HVH-2020-1618	60.00	20,833.37
01/06/26	MCEVOY L • Laura	30.00	20,773.37
01/06/26	Hale Ladies Knitti • HVH-2020-1609	75.00	20,743.37
31/05/26	Service Charge	-7.00	20,668.37
29/05/26	B/P to: • MAY SALARY	-819.77	20,675.37
29/05/26	B/P to: • MAY SALARY	-734.68	21,495.14
29/05/26	B/P to: • SALARY MAY	-559.60	22,229.82
29/05/26	B/P to: • KEYS/WATER	-11.32	22,789.42
29/05/26	B/P to: • SIGNS	-85.00	22,800.74
29/05/26	B/P to: Gibson Schofield • ACCOUNTS VH	-240.00	22,885.74
29/05/26	B/P to: Halton BC Receipts • HALE PARISH COUNCI	-150.00	23,125.74
29/05/26	B/P to: HMRC • 120/PA00288525	-504.31	23,275.74
29/05/26	HALE PARISH COUNCI • INV 1605	30.00	23,780.05
29/05/26	Direct Debit (WATER PLUS) • 6000422984	-73.62	23,750.05
28/05/26	MERSEY WAVE C.I.C. • June hall hire	144.00	23,823.67
28/05/26	Guildswomen of Hal • HVH-2020-1602	75.00	23,679.67
28/05/26	SAMANTHA KENWRIGHT • 1603	100.00	23,604.67
28/05/26	Direct Debit (BRITISH GAS) • BGL0639806-0620518	-108.48	23,504.67
27/05/26	POLLARD+ARANDA A • INVOICE 1617	100.00	23,613.15
27/05/26	ACTIVITY CO T/AS • HVH-2020-1587	27.00	23,513.15
27/05/26	TAIWO ADEDOYIN • 1499	45.00	23,486.15
27/05/26	Jair Ferreira Lima • HVH2020-1606	60.00	23,441.15
26/05/26	INVISIBLE SKATE TR • HVH-2020-1604	60.00	23,381.15
26/05/26	MARTIN P&F/ROYS • INV# HVH-2020-933	30.00	23,321.15
26/05/26	RUTH NICKSON • hale dance club	27.50	23,291.15
20/05/26	Direct Debit (O2) • 06085499/001	-45.60	23,263.65
19/05/26	QURAISHI I • 1576	55.00	23,309.25

18/05/26	KYLA ALAS • HVH-2020-1600	105.00	23,254.25
18/05/26	SMITH JL • DANCEBOOTCAMP	27.00	23,149.25
18/05/26	Credit • 65	11.25	23,122.25
18/05/26	Direct Debit (SMARTESTENERGY • 70812-BUS) 001		-231.80 23,111.00
18/05/26	Direct Debit (BT GROUP • GP00340133-PLC) 000090		-73.63 23,342.80
18/05/26	HALTON BC CLEARING	400.00	23,416.43
18/05/26	RUTH NICKSON • hale dance club	27.50	23,016.43
15/05/26	MCEVOY L • 1591	80.00	22,988.93
15/05/26	MCEVOY L • 1562	130.00	22,908.93
15/05/26	TREE OF LIFE CHURC • Tree of Life	72.00	22,778.93
15/05/26	Lakes & Rivers Ltd • Vil hall room hire	40.00	22,706.93
14/05/26	B/P to: FIS • INVOICE 60971		-51.08 22,666.93
14/05/26	B/P to: ' • BLUE ROLL SINGLE		-4.00 22,718.01
14/05/26	B/P to: M Morris - King • REFUND V HALL		-40.00 22,722.01
14/05/26	B/P to: - • BLUE ROLL		-13.78 22,762.01
14/05/26	HALE PARISH COUNCI • INV 1461 & 1589	155.00	22,775.79
14/05/26	B/P to: Prime Security Ltd • INV 11058		-421.76 22,620.79
12/05/26	CHARM LTD T/AS C • 1599	130.00	23,042.55
11/05/26	SMITH JL • DANCEBOOTCAMP	27.00	22,912.55
11/05/26	MB DANCING (MERSEYBEATS) • 1586 may 26	180.00	22,885.55
11/05/26	MB DANCING (MERSEYBEATS) • 1585 may 26	216.00	22,705.55
11/05/26	RUTH NICKSON • hale dance club	27.50	22,489.55
07/05/26	M Morris-King • HVH-2020-1574	90.00	22,462.05
07/05/26	M Morris-King • HVH-2020-1573	72.00	22,372.05
06/05/26	INVISIBLE SKATE TR • HVH-2020-1596	60.00	22,300.05
05/05/26	Lisa Williams & Chris Roberts • HVH-2020-1579	100.00	22,240.05
05/05/26	STUART ADAMS • 1575	45.00	22,140.05
05/05/26	RUTH NICKSON • hale dance club	27.50	22,095.05

Hale Village Hall

Summary of Receipts and Payments

All Cost Centres and Codes

08 July 2026 (2026-2027)

Expenditure

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
29	Bank Charges				100.00	21.00	79.00	79.00 (79%)
24	Capital Equipment				2,500.00	200.00	2,300.00	2,300.00 (92%)
34	Committed Expenditure				4,000.00	5,412.00	-1,412.00	-1,412.00 (-35%)
27	Contingency				1,500.00		1,500.00	1,500.00 (100%)
11	Electricity				3,000.00	740.21	2,259.79	2,259.79 (75%)
21	Gas				2,000.00	327.34	1,672.66	1,672.66 (83%)
33	General Reserve				3,500.00		3,500.00	3,500.00 (100%)
6	Rates				250.00		250.00	250.00 (100%)
10	Refunds					40.00	-40.00	-40.00 (N/A)
8	Repairs & Maintenance				4,000.00	2,272.12	1,727.88	1,727.88 (43%)
26	Staff Costs				32,550.00	5,471.45	27,078.55	27,078.55 (83%)
7	Subscriptions				1,250.00	200.00	1,050.00	1,050.00 (84%)
1	Telephone / Internet /website				1,575.00	298.48	1,276.52	1,276.52 (81%)
2	Water				750.00	198.28	551.72	551.72 (73%)
SUB TOTAL					56,975.00	15,180.88	41,794.12	41,794.12 (73%)

Income

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
17	Hale Parish Council Support	5,000.00		-5,000.00				-5,000.00 (-100%)
16	Room/Hall Hire	35,000.00	10,705.75	-24,294.25				-24,294.25 (-69%)
SUB TOTAL		40,000.00	10,705.75	-29,294.25				-29,294.25 (-73%)

Summary

NET TOTAL	40,000.00	10,705.75	-29,294.25	56,975.00	15,180.88	41,794.12	12,499.87
V.A.T.					482.37		
GROSS TOTAL		10,705.75			15,663.25		

FW: Fire Extinguisher & First Aid training

1 message

Julie Newell <JulieNewell@worknest.com>
To: Hale Clerk <clerk@haleparishcouncil.gov.uk>

6 July 2026 at 12:06

Hi Brian,

Thank you for your email.

I can understand both perspectives here. The key point is that the Regulatory Reform (Fire Safety) Order 2005 does not require fire marshal or fire safety awareness training to be delivered by an accredited training provider, nor does it require trainers to hold a specific assessor qualification. The legal requirement is that those providing assistance and training are competent, meaning they have sufficient training, knowledge and experience to undertake the role. Article 18 defines competence in these terms rather than by reference to specific accreditation.

Based on the information provided, the proposed trainer appears to have relevant experience and previous involvement in delivering training. Whilst formal accreditation can provide additional assurance, the absence of accreditation does not automatically mean that the training is unsuitable or non-compliant. For a small parish council operating a village hall, the training needs are relatively straightforward and should be proportionate to the level of risk present.

It is also worth noting that a village hall is a relatively low-risk environment. The Council's direct employees appear to be limited to part time roles, with the hall frequently hired out to external users who are responsible for their own activities during events. In these circumstances, the primary objective is ensuring that those with responsibilities understand the fire procedures, evacuation arrangements, alarm system, location of firefighting equipment and actions to take in an emergency.

To demonstrate due diligence, I would recommend keeping a brief record showing:

- Why the trainer was selected.
- A summary of the trainer's relevant knowledge, experience and background.
- Details of the training content delivered.
- An attendance record.
- Any training materials provided.

This will provide evidence that the Council considered the suitability of the training and made a reasoned decision.

Regarding the use of fire extinguishers, practical familiarisation can be beneficial, but staff should always understand that firefighting is secondary to raising the alarm and evacuating occupants safely.

I do not believe there is any need to cancel the planned session based solely on the points raised. Referring to the event as a "seminar" rather than "training" is unlikely to alter the legal considerations. The important factor is whether the information being provided is appropriate, proportionate and delivered by someone who is competent to do so. Keep it as a training session and find attached the delegate attendance register to assist.

I hope this helps.

Kind regards