



HALE PARISH COUNCIL

OF THE HALTON BOROUGH IN
THE COUNTY OF CHESHIRE



MINUTES OF THE ORDINARY MEETING OF HALE VILLAGE HALL MANAGEMENT COMMITTEE HELD AT HALE VILLAGE HALL ON MONDAY 23rd JULY 2024 AT 8.00pm

Present: N. Thompson, P Turton, A McNamara, Cllr Wright, Cllr P Lewis, Cllr J McNamara, Cllr Anderson

In attendance: 5 Members of the Public

1. **Apologies** – Cllr Roberts, Cllr Williams, & The Clerk
2. **Declarations of Interest** – No interests were declared
3. **Public Participation** – No representations were offered by the Public.
4. **Minutes** – The minutes of the Hale Village Hall Committee Ordinary meeting on 10th June 2024 were approved as a true and accurate account

Proposed by N Thompson and seconded by Cllr Lewis

The Motion was approved

5. **Payments & Receipts** - The list of payments and receipts made between 28th May 2024 and 17th July as recorded in the cash book record which has been reconciled against the Bank statement to these dates as a true record, all payments having been made under Financial Regulation 6.4 as detailed were accepted by the committee

Proposed by Cllr Anderson and Seconded by Cllr Lewis

The Motion was approved

6. **Accounts** – The reconciled bank statement and summary of receipts & payments 28th May 2024 and 17th July 2024 were accepted as an accurate record and comparison against budget

Proposed by N Thompson and Seconded by Cllr Lewis

The Motion was approved

7. **Village Hall Hire Documents** –

- i. T&C's approved with an amendment to section 17 provided by Paul Turton

Proposed by Cllr Wright and seconded by Cllr A McNamara

The motion was approved

ii. Booking Form approved with spelling amendment
Proposed by Cllr Lewis and seconded by Cllr J McNamara

The motion was approved

iii. Quick Check list was approved without amendment
Proposed by Cllr Lewis and seconded by Cllr J McNamara

The motion was approved

iv. Tariff clarified, amended and approved Children's parties is now
Social Functions

Proposed by Cllr Lewis and seconded by Cllr J McNamara

The motion was approved

v. N Thompson gave a report and arranged to meet the temporary
Bookings Officer to update

8. Security –

i. The Clerk has had the Alarm system fully checked after the recent
break-in. It was found to be working properly however the engineer
said that it is old technology and that the Hall would benefit from an
upgrade to the system with remote monitoring and possibly internal
CCTV cameras being a benefit.

ii. The upgrade Quotation will need to be considered by the Trustee. The
Clerk will include the information on the Agenda of the next Trustee
meeting

9. Flag Policy – The Policy was approved with slight amendment. It was agreed that
the Union Flag will fly on a permanent basis with the other suggested flags flying on
the appropriate celebration or national day/month. There will be numerous flags and
the flag of St George will be flown in between any alternatives on the second flag
pole.

Proposed by Paul Turton and seconded by Cllr Lewis

In a vote six members were in favour and one against

The motion was approved

10. CCTV Policy – It was agreed to update the signage for the CCTV and to display the
Policy appropriately in the building

Proposed by P Turton and seconded by Cllr Lewis

The Motion was approved

11. Booking Officer – It was agreed to call a meeting of the Trustee to discuss this matter

12. Future Meeting - To be confirmed

The meeting Closed at 9.30pm