



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 FRIDAY 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. **Payments & Receipts** - The list of payments and receipts made between 1st April 2026 and 6th May 2026 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 A McNamara and Seconded by Cllr P Lewis

The Motion was approved

7. 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

8. 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