# HALE PARISH COUNCIL

OF THE HALTON BOROUGH IN THE COUNTY OF CHESHIRE

## DRAFT MINUTES OF THE ORDINARY MEETING OF HALE PARISH COUNCIL HELD AT HALE VILLAGE HALL ON MONDAY 19th OCTOBER 2026 AT 8.00pm

**Attendance -** Members Present: Councillors M Roberts, J McNamara, L Trevaskis, P Healey, P Lewis, M Lewis, P Johnson, C Anderson
**Also Present:** The Clerk to the Council; 8 members of the public

1. **Apologies for Absence -** Apologies were received from Councillors A Hutchinson and M Fisher

2. **Declarations of Interest -** No declarations of interest were recorded.

3. **Public Participation**

   The Chair allowed a number of Submissions from members of the public

   i. It was noted that the Christmas Carol Service which takes place annually at the Crib outside the Village Hall will once again take place on Sunday 13th December Immediately after the Parish Council Children's Xmas Party.

   ii. A member of the Village Hall Management Committee (VHMC) raised concerns regarding the increasing number of empty Nitrous Oxide canisters being found around the village. The Clerk will contact PC Mo Rahman to arrange a meeting so the issue can be discussed along with some other concerns that residents have raised such as parking

   iii. The Clerk agreed to write to a local resident regarding a substantial amount of rubbish which has been dumped outside their property and has been there for a considerable length of time.

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iv. A resident once again raised her concerns regarding the speeding vehicles within the Village and the fact that it will only get worse when the houses currently being built in Halebank are completed. She asked that we enquire about traffic calming measures such as speed pillows to help alleviate the problems. It was noted that the conservation area status may impact any measures put in place.

v. Concerns regarding the overgrown trees near the Youth Club were voiced and it was agreed that members will attempt to identify who the trees belong to and ask about pruning, bearing in mind the fact that they may be protected within the conservation area.

4. **Approval of Minutes -** Ordinary Meeting – 21st September 2026
   Resolved: That the minutes of the Ordinary Meeting held on 21st September 2026 be approved (with a minor amendment) as a true and accurate record.
   *Proposed by: Cllr L Trevaskis | Seconded by: Cllr J McNamara |* ***Carried unanimously***

5. **Accounts**
   Resolved: That the reconciled bank statement and summary of receipts and payments for the period 9th September 2026 – 14th October 2026 be received and approved as a true and accurate record.

   *Proposed by: Cllr P Lewis | Seconded by: Cllr C Anderson |* ***Carried unanimously***

6. **Budget FY2728 –** A consensus was reached that freezing the budget effectively constitutes a reduction in real-term funding. The Council intends to adjust for inflation to maintain current village standards.
   **Village Hall Revenue**: High-level figures show a 77% increase in hall hire fees, primarily attributed to more accurate invoicing and increased usage by the Parish Council
   **Reserves & Liabilities**: Discussions highlighted the need for robust general reserves to cover immediate repairs (e.g., the Village Hall) before insurance payouts, ensuring operational continuity.
   A dedicated budget review session is scheduled for Saturday, 28th November (12:00 pm – 2:00 pm) to conduct a line-by-line analysis.

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7. **Community Infrastructure Levy (CIL) -** It was resolved that the Clerk will write to Cllr J Anderton requesting that he supports Hale Parish Council in bringing forward a proposal for Halton Borough Council to adopt a Community Infrastructure Levy (CIL) policy. If appropriate to present and sponsor a motion with Halton Borough Council to advise on the necessary process and requirements for doing so.
   *Proposed by: Cllr I Trevaskis | Seconded by: Cllr j McNamara |* ***Carried unanimously***

8. **External Auditor Interim Report. –** The Interim report supplied by PKF Littlejohn for the year FY2526 was noted by members

9. **Dependents Carers' Allowance** – It was resolved to accept NALC's campaign in principle and to complete the survey in respect of the Dependents Carers allowance. The Clerk will request that Worknest produce a contract for use which outlines The Parish Council's commitment to improve democratic accessibility, though concerns were raised regarding the potential financial burden on small parish precepts. *Proposed by: Cllr L Trevaskis | Seconded by: Cllr C Anderson |* ***Carried unanimously***

10. **Expense Policy for Volunteers –** The Draft policy and claims forms were accepted and approved on the basis that all payments will be in line with current HMRC guidelines
    *Proposed by: Cllr L Trevaskis | Seconded by: Cllr C Anderson |* ***Carried unanimously***

11. **Village Hall Management Committee –** It was agreed that this matter will be discussed at the Meeting of Hale Parish Council acting as Sole Trustee of Hale Village Hall on 30th November at 7.30pm. The Clerk agreed to advertise for Non-Member volunteers for the village Hall management committee.

12. **Green Space Management** – Two contractors have contacted the Clerk and expressed a wish to submit quotations for maintaining the green spaces around Hale village. The meeting expressed a wish for a member to approach the Payback team who currently operate within the grounds of St Mary's church and ask for assistance to maintain specific areas within the village. It was recognised that Halton BC currently manage most of the areas of green space however there are some areas which are higher profile and deserve more attention.

13. **Traffic Issues** – Following a further letter about inconsiderate parking, It was agreed that a meeting with Cheshire Police is required so that issues such as this can be addressed and a working solution achieved. A previous PCSO indicated that he may be able to supply signage to dissuade offenders.

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In addition, The Clerk agreed to start a record of correspondence regarding parking with supporting photo images so that an audit trail can be established for further discussions and correspondence. Concerns about accessibility for wheelchair users and emergency vehicles was deemed paramount.

14. **Volunteer Guidance –** Having been agreed at a previous meeting it was realised that this issue had inherent problems with the perceived belief that this might develop into a paid position. This had obviously not been budgeted for and concerns were voiced. The Clerk will contact Worknest for guidance and a draft contract for Volunteers ensuring that there is no confusion about the status of this voluntary post. The meeting were keen to see any volunteer positions advertised on the Parish Council website and in any newsletters published and to encourage a younger demographic to be considered.
    *Proposed by: Cllr L Trevaskis | Seconded by: Cllr M Lewis |* ***Carried unanimously***

15. **Additional Training -** It was agreed that Paul Turton should hold another defibrillator/Fire training session using the materials left over from the previous sessions. The Clerk will propose some dates

16. **Remembrance Day Parade** – Cllr McNamara gave an update on the current position with regard to the planning of this annual event. It was recognised that the traffic management was all in hand and that the parade and church activities are all arranged.

    Cllr McNamara appealed for all Parish Councillors to do their best to attend this event and expressed his disappointment at both the Parish Councillor's non-attendance and also the fact that no Halton Borough Councillors were present on the day.

- *The Clerk will look towards the improvements required to the war memorial and in particular to the inscriptions which are worn into the sandstone on the existing facades. A possible solution might be to inscribe new matching panels and fasten them to the base of the monument*

17. **Children's Christmas Party** – A budget of £1500 was agreed for this event which will take place on Sunday 13th December in Hale Village hall.

18. **Liverpool John Lennon Airport (LJLA) Consultative Committee –** Cllr J McNamara gave an update on the airport. Councillors asked whether there had been any update on the pans for the future and in particular an update on the Airport masterplan

**The Chair closed the meeting at 10.45pm**

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