



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 13th JANUARY 2025 AT 7.30pm

Present: Cllr P Lewis, Cllr J McNamara, Cllr G Wright, Cllr C Anderson, P Turton,
A McNamara, Cllr M Roberts, Cllr C Williams

In attendance: The Clerk

1. **Apologies** – Apologies were received on behalf of N Thompson
2. **Declarations of Interest** – No declarations were noted
3. **Public Participation** – No matters were raised by members of the Public.
4. **Minutes** – The minutes of the Hale Village Hall Management Committee Ordinary meeting on 11th November 2024 were approved and accepted as a true and accurate account with a typing correction to the date.

Proposed by P Turton and seconded by Cllr Lewis

The Motion was approved

5. **Payments & Receipts** - The list of payments and receipts made between 17th October 2024 and 31st December 2024 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

**** The Clerk confirmed that payments to BT which appeared to be excessive have been resolved and that a refund will be issued by BT in due course.****

Proposed by Cllr Roberts and Seconded by Cllr J McNamara

The Motion was approved

6. **Accounts** – The reconciled bank statement and summary of receipts & payments 17th October 2024 and 31st December were accepted as an accurate record and comparison against budget

Proposed by Cllr Roberts and Seconded by Cllr J McNamara

The Motion was approved

7. **Defibrillator Maintenance**

- i. It was resolved that P Turton will purchase replacement parts for the defibrillator at a maximum cost of £150 and reclaim the cost from the Village Hall account.

Proposed by Cllr Williams and seconded by Cllr C Anderson

The Motion was approved

8. **Martyns law** - It was noted that Martyns Law will soon be on the statute books and will become relevant to the use of Hale Village Hall. In preparation for the requirement it was resolved to purchase a “bleed kit” at a cost of approximately £50 and to ask Worknest to produce a policy to be included in the Village Hall Health & Safety documentation.

The Clerk also agreed to inform the Carnival Committee organisers about the change in law and requirements as the Carnival is a large scale visitor event.

Proposed by Cllr McNamara and seconded by Cllr M Roberts

The Motion was approved

9. **Building maintenance Audit.** – It was resolved that an Annual maintenance Audit be undertaken each spring (March/April) by a working group to ensure general maintenance tasks are noted & undertaken. Items of interest were noted as

- i. Service plan for the Village Hall Heating Boiler (ATAG)
ii. Village Hall Legionella check
iii. External Notice Board maintenance

Proposed by Cllr M Roberts and seconded by P Turton

The Motion was approved

10. **Gas** – It was resolved to accept the current offer by Utility Aid for Gas and Electricity supply on the basis that it will save the Village Hall £862.83 on current Annual usage.

Proposed by Cllr G Wright and seconded by Cllr C Anderson

The Motion was approved

- 11. Electric Inlet Fuse** - The Clerk will ask for the main Electricity Inlet fuse to be checked by the new supplier to ensure its suitability for the current installation. It is believed to be in need of replacement for safety reasons and may invalidate any insurance claim if not suitable.

Proposed by Cllr M Roberts and seconded by Cllr C Anderson

The Motion was approved

- 12. Certificate of Compliance** – It was noted that The Village Hall is in possession of an Electrical Installation Condition Report Ref 26500075 IPN18C
- 13. Solar Panels** - Cllr Anderson has a contact (Tom) and will enquire about the Solar Panels installed on the Village Hall roof to arrange a review of the installation and to find out about the stored electricity and usage of the same.
- 14. Future Meetings** – it was resolved to arrange the next Village Hall Management Committee meeting for Monday 10th February 2025 at 7.30pm

PART TWO

Private & Confidential

1. A staffing matter was discussed and the Clerk gave an update about the Progress made with the involvement of the HR company Worknest.

The meeting Closed at 8.50pm