



HALE PARISH COUNCIL

OF THE HALTON BOROUGH IN
THE COUNTY OF CHESHIRE



**MINUTES OF THE ANNUAL PARISH COUNCIL MEETING
OF HALE PARISH COUNCIL HELD IN HALE VILLAGE HALL
ON WEDNESDAY 22nd JUNE 2022 AT 7.30pm**

Present: Cllr Mitchell, Cllr Spargo, Cllr Cleary, Cllr Trevaskis, Cllr Brown, Cllr McNamara Cllr Williams, Cllr Healey

In attendance: The Clerk and three members of public were also present

1. **Apologies** – Apologies were received by the Clerk from Cllr Anderson, Cllr King,
 - i. The Chairman gave a verbal apology to members in support of his previous email. In it he explained the reasons for his offering mis-information at the previous Parish Council meeting relating to the Volunteer work he has undertaken recently. He also gave members an opportunity to retract any statements made by them at the previous meeting.
2. **Declarations of Interest** – No declarations of interest were recorded by the Clerk
3. **Public Participation** – No matters were discussed. A member of the public was advised that an Item he had wished to discuss should be lodged with the Clerk for addition to the agenda for the meeting on 18th July 2022.

Minutes – Cllr Trevaskis proposed that the Minutes of Hale Parish Council Ordinary meeting on 12th May 2022 should be deferred pending minor amendments to the record item 10a (i) and 10a (ii) and the addition of discussions taken with members of the public outside the meeting. A recording of the meeting was reviewed for accuracy at the request of Cllr Mitchell.

The Motion was approved

4. **Matters Arising from the Previous Parish Council Meeting** –
 - i. The Clerk has enquired about the availability of relevant training courses for members of the Finance Committee and the Personnel Committee. Suitable training may be difficult to find outside of usual daytime working hours. The Clerk agreed to contact Chalc to explore the opportunities for dedicated training in the evenings or at weekends to accommodate those members who have daytime work.

- 5. Ward Councillors Report** – The Clerk did not receive an update on this occasion. A request was made by members for the Clerk to write to all Ward Councillors and extend an invitation to attend future Parish Council meetings.

The Motion was approved

- 6. AGAR Submission 2021 - 2022** – The Clerk was asked by Cllr Brown why the AGAR submission document was presented as a single sheet and not as the complete document consisting of 6 pages. The Clerk admitted that on this occasion he had made a mistake and that there should actually be two pages which are relevant, for use by the Internal auditor. Cllr Brown explained that his inexperience meant that he had never seen the AGAR return and that he believed that all 6 pages of the submission should have been distributed by the Clerk for review and approval. The Clerk agreed to ensure that this was the case in future and explained that he was attempting to keep unnecessary printing costs to a minimum.

It was proposed by Cllr Spargo and seconded by Cllr McNamara that page 5 The Accounting Statement should be submitted for review by the Internal auditor.

The Motion was approved

The Chairman used his casting vote to approve that page 4 (The assertions) should be approved for submission to the Internal Auditor

The Motion was approved

- 7. Payments & Receipts** – Cllr Mitchell proposed that all payments and receipts for the period 1st April 2022 – 10th June 2022 are a true and accurate record. This was seconded by Cllr McNamara.

The Motion was approved

- 8. Accounts** – Cllr Mitchell proposed that the accounts presented for the period 1st April 2022 – 10th June 2022 are a true and accurate record and Cllr McNamara seconded the proposal.

The Motion was approved

- 9. Terms of Reference** - It was noted that the amended Terms of reference for the newly formed Finance and Wellbeing Committees are now properly documented.

- 10. Operation London Bridge** – Cllr Cleary agreed to make enquiries regarding the protocols which will be applied in the United Kingdom in the event of the death of a senior member of the Royal Family and will advise on the production of a plan for the Parish Council to facilitate such an event.

- 11. Hale Park Estate Volunteer Gardeners Group** – It was resolved to allocate a budget of £500 to this organisation to be used for replacing redundant tools and machinery. Official Vat receipts will be supplied to the Clerk who will arrange repayment for items purchased from the budget and adjust the remaining allocation accordingly.

Proposed by Cllr Mitchell and seconded by Cllr Trevaskis

The Motion was approved

- 12. Request for Benches** – A proposal by Cllr Mitchell to purchase two anti-vandal benches similar to the existing bench outside the Village Hall was subject to a friendly amendment by Cllr Brown who proposed that four benches would be a more appropriate quantity. In addition it was agreed that each bench should have a small plaque commemorating the Queens’s Platinum Jubilee Year on it.

Proposed by Cllr Brown and seconded by Cllr Mitchell

The Motion was approved

- 13. Action Plan** – The Chairman asked the meeting whether anybody had any ideas or proposals for the staging of events during the Queens Jubilee year. A number of suggestions were offered as follows;-

- i. ***Coach Trip*** – It was suggested that a coach trip may be of interest for the more senior members of the community. However it was noted that such trips are arranged by another local resident sporadically and that the combined liabilities the Council would have to consider for events outside the village could be prohibitive
- ii. ***Refurbishment of the park changing rooms*** or possible re-purposing for use by the younger members of the community as an information station or workshop. Halton BC would have to be consulted and included in any discussions.
- iii. ***Guided tour on “The Danny”*** - a Trip to the steam boat The Daniel Adamson” moored on the River Weaver in Frodsham. A historical experience with information available from a designated tour guide. The expense and accessibility might be restrictive for this trip
- iv. ***Proms in the Park Event*** – To stage a musical/cultural event for members of the Village in Hale Park.

Members thought that this may be an ideal opportunity to stage an event over the bank Holiday Weekend at the end of August.28th/29th. A local freeman may be able to assist with booking entertainment, stage construction, purchase or hire and a comprehensive sound system. Entertainment such as a local Samba band, Merseywave Choir, Local schools/clubs, Rossendale Brass Band etc might be considered. The format and specifics including all costings, legal & safety checks would need to be properly established

An overall budget of £3000 was proposed by Cllr Trevaskis and seconded by Cllr Brown. All budget lines will be agreed at the July meeting of the Parish Council,

The Motion was approved

14. Commemorative Mugs – It was resolved to allow the Clerk under his delegated authority to oversee the design and procurement of a Quantity (to be confirmed) of commemorative mugs for distribution as a memento or the local children of Hale Village.

The Chairman closed the Meeting at 10.35pm