



# 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 15<sup>TH</sup> MAY 2026 AT 7.30pm

Present: Cllr P Lewis, Cllr J McNamara, P Turton, A McNamara, M Fisher,

In attendance: The Clerk

1. **Apologies** – Apologies were received from Cllr M Roberts and N Thompson
2. **Declarations of Interest** – No declarations of interest were received by the Clerk
3. **Public Participation** – No matters were discussed
4. **Minutes** – The minutes of the Hale Village Hall Management Committee Ordinary meeting on 13<sup>th</sup> April 2026 were approved and accepted as a true and accurate account.

Proposed by M Fisher and seconded by Cllr P Lewis

**The Motion was approved**

5. **Payments & Receipts** - The list of payments and receipts made between 1<sup>st</sup> February 2026 and 6<sup>th</sup> 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**

### 6. **Accounts** –

- i. The reconciled bank statement and summary of receipts & payments between 24<sup>th</sup> February 2026 and 31<sup>st</sup> March 2026 were accepted as an accurate record and comparison against budget.
- ii. The end of year accounts were approved and accepted as true & accurate and it was agreed to forward them to the Trustee for final approval

Proposed by Cllr J P Lewis and Seconded by A McNamara

**The Motion was approved**

## **7. Health & Safety Working Group –**

- i. **Fire Extinguisher Training** – It was agreed that the Clerk would arrange this training for staff and Councillors’ on an evening in the near future (preferably not a Monday or Wednesday) in Hale Village Hall
- ii. **Basic Life Support Training** - It was agreed that the Clerk would arrange this training for staff and Councilors’ on an evening in the near future (preferably not a Monday or Wednesday) in Hale Village Hall  
**\*\*Paul Turton noted that he currently has 11 names of people who would like to undertake this training**

## **8. Resurfacing of the perimeter pathway** – Cllr J McNamara proposed that a formal application be made to the Trustees of Hale Village Hall Charity requesting that they consider releasing funds to cover the additional cost of resurfacing the perimeter pathway and car park.

A detailed quotation has been received from a local specialist paving firm for the resurfacing of the full area in tarmac. The cost for this work is now confirmed. It is requested that the Trustees review this quote and authorise the additional funding required to undertake the complete works, ensuring the pathways and parking areas are safe, accessible, and fully refurbished.

## **9. Permanent Xmas Tree Installation** – It was agreed that the purchase of a Christmas tree should take place in October for permanent siting in the Village Hall forecourt.

It was also agreed to include a proposal for a second installation at the War memorial on the Agenda for discussion at Hale Parish Council meeting on 15<sup>th</sup> June 2026

Proposed by Cllr J McNamara seconded by Paul Turton

**The Motion was approved**

## **10. Disposal of Redundant Chairs** – It was agreed to donate the redundant chairs being stored at Hale Village Hall to Halebank Parish Council or to another community based organisation should they not require them

Proposed by Paul Turton seconded by A McNamara

**The Motion was approved**

It was agreed that the next Village Hall Management Meeting will take place on 8<sup>th</sup> June 2026 at 7.30pm

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