



# HALE PARISH COUNCIL

## OF THE HALTON BOROUGH IN THE COUNTY OF CHESHIRE



### MINUTES OF THE ORDINARY PARISH COUNCIL MEETING OF HALE PARISH COUNCIL HELD IN HALE VILLAGE HALL ON MONDAY 17<sup>TH</sup> OCTOBER 2022 AT 7.30pm

Present: Cllr Cleary, Cllr Trevaskis, Cllr Brown, Cllr McNamara Cllr Healey,  
Cllr King

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

1. **Apologies** – Apologies were received by the Clerk from Cllr Anderson, Cllr Mitchell and Cllr Spargo,
2. **Declarations of Interest** – No declarations of interest were recorded by the Clerk
3. **Public Participation** – No matters were discussed.
4. **Minutes** – Cllr Trevaskis proposed that approval of the Minutes of Hale Parish Council Ordinary meeting on 18th July 2022 should be deferred pending minor amendments to the record. Cllr McNamara seconded the motion

**The Motion was approved**

5. **Payments & Receipts** – Cllr Trevaskis proposed that all payments and receipts for the period 7<sup>th</sup> July 2022 and 7<sup>th</sup> October 2022 are a true and accurate record. This was seconded by Cllr McNamara.

**The Motion was approved**

6. **Accounts** – Cllr Trevaskis proposed that the accounts presented for the period 7<sup>th</sup> July 2022 and 7<sup>th</sup> October 2022 are a true and accurate record and Cllr McNamara seconded the proposal.

**The Motion was approved**

7. **Planning** –

- i. It was resolved that the Clerk should contact Halton planning and establish the intentions for access into the Shetland Rescue facility
- ii. It was agreed that an objection based upon similar criteria as the submission by Halebank Parish Council should be submitted on behalf of Hale Parish Council. The Chairman advised that proper integration should be a condition to be considered with density and affordable dwellings also being important

Proposed by Cllr Trevaskis and seconded by Cllr Cleary

**The Motion was approved**

iii. It was noted that this project has not yet gone through the planning process. The Lord Mayor expressed an opinion that Hale Parish Council should be fully involved with the planning process and should push for at least 25% retirement style property and 25% affordable style property to be built. It was noted that the area in question will be perfect for retirement property due to its close proximity to shops, Pharmacy and local public transport. A resident also noted that proper consideration should be given to the existing farm pond and was keen to see this integrated into the plan along other “green space” considerations.

It was proposed that the Clerk should arrange a meeting with planners to convey the wishes of the local residents

Cllr Trevaskis Proposed the motion and Cllr Brown seconded it.

**The Motion was approved**

- 8. Defibrillator Training** – It was resolved to allow a budget of up to £140 to arrange further defibrillator training courses following the success of the previous sessions.

Proposed by Cllr Trevaskis and seconded by Cllr King

**The Motion was approved**

- 9. Police Report** – The Police Report submitted by PCSO Steve Marnick was noted by the Council.

- 10. DBS Checks** – It was resolved that the Parish Council will finance independent basic DBS checks for those Councillors who elect to be included. A decision about this subject in respect of Village Hall Committee members and staff will be made at the next Village Hall Committee meeting.

Proposed by Cllr Trevaskis and seconded by Cllr McNamara

**The Motion was approved**

- 11. Village Forum** – The Chairman asked for the approval of a £100 budget for refreshments during the proposed meeting of the new Village Hall Forum in Early November. A resident asked that as a first matter for consideration the Kings Coronation in May 2023 might be considered along with any other ideas.

Proposed by Cllr Trevaskis and seconded by Cllr McNamara

**The Motion was approved**

- 12. St Mary's Graveyard** – Further to a request by the Rev. Roland Harvey for assistance with maintaining the church yard at St Mary's church it was agreed that the Clerk should approach Halebank Parish Council to discuss a shared funding exercise. In addition to this a local resident suggested we might be able to take advantage of a local "Community Payback scheme" but that it may be limited in the ability to take on repeat work or work on a rotation basis. The Lord Mayor suggested that the Freemen could assist with maintenance if they have prior notice.

Proposed by Cllr Cleary and seconded by Cllr Trevaskis

**The Motion was approved**

- 13. Coronation of King Charles III** – A local resident suggested that this would be a great project in which to involve the Village Hall Forum. It was suggested that a commemorative coin and certificate (approx. £4/£5) could be distributed to children from the Village and that it gives a great opportunity for local group participation and involvement. It could demonstrate the Parish Council working together with groups within the area.
- 14. Benches** – This item is deferred pending additional information regarding land ownership & installation costs
- 15. Christmas Tree Lighting (Ivy Farm Shops)** – It was agreed that the Clerk should contact Halebank Parish Council regarding the installation of lighting at Ivy Farm shops which is similar to that installed adjacent to the Co-Op in Halebank and report back to this council.

Proposed by Cllr Cleary and seconded by Cllr Brown

**The Motion was approved**

- 16. Queens Canopy** – It was agreed to defer this item pending a proposed Site visit when types of trees and their placement can be discussed.

- 17. Hale Village Hall Trustee Meeting Part III** – It was resolved to agree the date of 14<sup>th</sup> November 2022 to hold the Village Hall Trustee Meeting PT III. In addition to agree for an amendment to a prior resolution to enable the available non-councillor positions to be advertised on social media, posters and noticeboard until the beginning of November 2022. There will be no requirement to advertise in a newsletter unless one is printed before that time.

Proposed by Cllr Trevaskis and seconded by Cllr Brown

**The Motion was approved**

- 18. Staging** – It was agreed to purchase an additional 12 blocks of staging @£50 per block to compliment the staging already acquired. It was recognised that the staging can be used for a number of applications and indoor/outdoor events throughout the calendar year with the Freemen suggesting that a donation for them using the equipment might be appropriate.

Proposed by Cllr Trevaskis and seconded by Cllr McNamara

**The Motion was approved**

- 19. Hale Proms in the Park** – It was resolved to authorise the Chairman to make preliminary plans with advanced notice for an event similar to the Proms in the Park event held in August 2022. No budget was agreed but planning should take place to reserve entertainment and Hire equipment. This event could possibly dovetail with the Coronation events and/or Hale Carnival 2023.

Proposed by Cllr Trevaskis and seconded by Cllr Cleary

**The Motion was approved**

- 20. Historic Complaints** – The Chairman once again explained the role of the Monitoring Officer and the difference between Code of conduct complaints against individual Councillors and any general complaints involving procedure and/or operational matters. He re-iterated that the code of conduct complaints being questioned by a local resident had all been addressed and that the complainants should all have been informed of the outcome according to the Monitoring Officer. The chairman again made it very clear that as a result of the precedence set in the Ledbury Case, Parish Councils cannot legally investigate Code of Conduct complaints against themselves. It was suggested by another local resident that the previous Clerk in question should be asked to return to clarify the situation and address any outstanding operational complaints. The Chairman suggested that a review of the current Complaints procedure should take place in the immediate future.

Proposed by Cllr Trevaskis and seconded by Cllr Cleary

**The Motion was approved**

- 21. Appraisals** – It was resolved to approve the addition to the responsibilities of the Personnel Committee Terms of Reference as follows:-

- **To ensure that appraisals are undertaken for all employees at least annually, based upon job description**

Proposed by Cllr Cleary and seconded by Cllr Brown

**The Motion was approved**

- 22. Respect & Civility Pledge** – It was resolved to adopt the respect and Civility Pledge as promoted by NALC

Proposed by Cllr Trevaskis and seconded by Cllr McNamara

In a tied vote the Chairman used his casting vote to approve the motion

**The Motion was approved**

- 23. Standing Orders and Financial Regulations** – It was agreed to form a working group from which the two documents should be examined line by line and any changes made. Cllr Cleary gave an opinion that the current documents have some contentious points which need reviewing.

**24. Lone Workers Policy** – It was agreed that the Parish Council should have a Lone Workers policy. Cllr Cleary agreed to supply a model document for discussion at the next meeting.

Proposed by Cllr Cleary and seconded by Cllr King

**The Motion was approved**

**25. Exclusion of Press & Public**

It was resolved that the Chairman would ask all employees in the first instance if they wished to be part of a pension scheme, with further confirmation being sought from ChALC regarding contractual obligations.

\*\* Proposer & Secunder to be confirmed

**The Motion was approved**

**The Chairman closed the Meeting at 9.45pm**