



HALE PARISH COUNCIL

OF THE HALTON BOROUGH IN
THE COUNTY OF CHESHIRE



DRAFT MINUTES OF ORDINARY MEETING OF HALE VILLAGE HALL MANAGEMENT COMMITTEE HELD AT HALE VILLAGE HALL ON MONDAY 31st JANUARY 2022 AT 7.30pm

Present: Cllr Wright, Cllr Trevaskis, Cllr Spargo, Cllr McNamara, Cllr Williams

In attendance: Mr Brian Hargreaves (Proper Officer) and four members of the Public

1. **Apologies** – No Apologies were received by the Clerk
2. **Declarations of Interest** – None were received
3. **Minutes** – The minutes of the ordinary meeting on 9TH November 2021 were accepted as a true record.

Proposed by Cllr Spargo Seconded by Cllr Trevaskis

The Motion was approved

4. **Public Participation** –
 - i. **Item 12 on this Agenda** – A member of the Public raised concerns about the validity of the process for inclusion of additional members to Hale Village Hall Committee. These concerns were supported by Cllr Trevaskis who advised that approval of the motion was required by the Trustees at the February full Parish Council meeting. This would then require an amendment to the Trust Deed and approval by the Charity Commission before non-council members could be legally accepted as Village Hall Management Committee members.
 - j. **Additional Car Park Lighting** – A resident raised concerns about the quality of the lighting at the rear of the Village Hall. The Clerk and Chair agreed to inspect and act upon the concerns

k. Resident's Concern – A resident raised concerns about a comment made by the Chair in a previous Village Hall Committee meeting. The comment eluded to the Parish Council having always contributed towards funding for the Village Hall. The resident explained that in previous years a grant application form had to be completed & approved by the full council prior to any support being offered. The resident took exception to the inference that the Village Hall has “Always” been supported by the Parish Council and ultimately the village Precept. In response the Chair and an additional member noted that since at least 2013 the Parish Council budget had committed to and accounted for supporting the Village Hall at some level on an annual basis.

5. Payments & Receipts - The list of payments and receipts made between 12th October 2021 and 11th January 2022 as recorded in the cash book record which has been reconciled against the Bank statements to these dates, all payments having been made under Financial Regulation 6.4 as detailed were accepted as a true record.

Proposed by Cllr Wright Seconded Cllr McNamara

The Motion was approved

6. Utilities – The Clerk presented a quotation summary supplied by Utility Aid which outlined comparative quotations from various Electricity suppliers. It was resolved to accept the proposed 3yr option offered by SSE in view of the current volatile situation and the acknowledgement that utility prices will not reduce any time soon.

Proposed by Cllr Williams and Seconded Cllr McNamara

The Motion was approved

7. Post Office – The Chair briefed the meeting about the financial implications of his taking over the role of postmaster in a Post Office in Hale Village. He suggested that the option is cost prohibitive unless an established supermarket or similar outlet who already had available space and facilities should intergrate it with their existing business. It was suggested from the floor that the feasibility and availability of a temporary or “pop up” Post Office should be explored. Also the possibility of a “shared” option with the residents of Halebank who have

similar requirements to Hale Village. The Clerk agreed to contact Post Office counters as a first step to arrange a meeting in due course.

8. Capital Expenditure

- i. **Acoustic Drapes** – this item was deferred to a future Village Hall Committee meeting.
- ii. **P.A. System** – this item was deferred to a future Village Hall Committee meeting.
- iii. **Strimmer** – Cllr Trevaskis suggested that an amendment be made to the original proposal and that £500 be approved for the purchase of a commercial style Strimmer in the interests of increased safety for the operative and also for the general public

Proposed by Cllr Trevaskis and Seconded Cllr Spargo

The Motion was approved

- iv. **Container Shelving** – It was proposed by Cllr Wright that a budget of up to £250 for the purchase of timber to provide substantial shelving within the shipping container at the rear of the Village Hall should be approved. This was seconded by Cllr McNamara

The Motion was approved

9. **Defibrillator/First Aid training** – A local resident who has kindly offered to deliver Defibrillator and First aid training at cost for residents will arrange two sessions with 5 candidates attending each session as an initial offering. This will be fully funded as agreed by Hale Parish Council and session's will be arranged in conjunction with the Clerk. It was suggested by a resident that a nominal fee should be charged for subsequent courses to offset costs incurred by The Parish Council.

10. **Village Hall Tariff** – The Tariff and T&C's of hire for Hale Village Hall were reviewed by the Committee. It was agreed that the term "local" was causing some confusion and that the use of the description of "not for profit" and "Charity" should be used in preference as they do not confuse the basis upon which the booking is taken or its functionality. This is opposed to a geographical consideration. It was proposed that the tariff be amended to the following which will take effect on 1st April 2022

Not for Profit/Charity Hire Rate

Not for Profit or Charity Hire Rate per Hr.....£11.00 per hour

Not for Profit or Charity Hire Rate per Day.....£220.00 per day

Commercial Hire Rate

Monday - Friday

Commercial Hire Rate per Hr.....£16.00 per hour

Commercial Hire Rate per Day.....£325.00 per day

Party Hire Rate (Min 4 Hrs).....£26.00 per Hour

Commercial Hire Rate

Saturday – Sunday

Commercial Hire Rate per Hr.....£18.00 per hour

Commercial Hire Rate per Day.....£375.00 per day

Party Hire Rate (Min 4 Hrs).....£28.00 per Hour

Additional Services (all Times)

Additional Kitchen Hire (Full Use)TBC

Cleaner & Caretaker.....£15.00 per Hour

11. Village Hall Committee Meetings Schedule

An amendment to the bi-monthly meeting dates was proposed. It was agreed to hold the Village Hall Annual Meeting on 30th May 2022.

Monday 31st January 2022

Monday 28th March 2022

Monday 30th May 2022 – Annual Meeting

Monday 25th July 2022

Monday 26th September 2022

Monday 28th November 2022

Proposed by Cllr Trevaskis and Seconded Cllr Spargo

The Motion was approved

12. Village Hall Committee – This item is deferred pending further actions by The Trustees

13. Exclusion of Press & Public – The public and press were excluded due to the confidential nature of business to be conducted.

- i. It was agreed that Cllr Trevaskis will forward relevant appraisal materials for Cllrs Spargo & Williams to arrange and undertake appraisals for the Village Hall employees. The format should be consistent with previous appraisals undertaken by Hale Parish Council.

Proposed by Cllr Trevaskis and seconded by Cllr Spargo

The Motion was approved

The Meeting was closed by the Chair at 9.30pm