



HALE PARISH COUNCIL

OF THE HALTON BOROUGH IN
THE COUNTY OF CHESHIRE



**DATED THIS TWENTY EIGHTH DAY OF JANUARY 2024
MEMBERS OF HALE PARISH COUNCIL ACTING AS
SOLE TRUSTEE OF HALE VILLAGE HALL
ARE HEREBY SUMMONED TO ATTEND AN ANNUAL MEETING
TO BE HELD IN HALE VILLAGE HALL,
HIGH STREET, HALE, HALTON L24 4AE
AT 7.30 PM ON TWELFTH DAY OF FEBRUARY 2024
TO TRANSACT BUSINESS AS SHOWN IN THE AGENDA.**

A handwritten signature in black ink, appearing to read 'B. Hargreaves'.

**Mr. Brian Hargreaves
Clerk and Responsible Financial Officer**

Note to Councillors:

If you are unable to attend the meeting, please notify the clerk of your apologies either by e-mail clerk@haleparishcouncil.gov.uk or telephone 07803611222.

Note to Public

Members of the public wishing to address the Council should note that they must advise the Clerk before 10am on the day of the meeting both of their wish to participate in the public forum and their topic. If residents fail to inform the clerk prior to the meeting, permission to speak at the meeting will be at the discretion of the Chairman. All participants are restricted to a maximum of three minutes. If the public wish to ask the Council questions, please note that the Council may not be able to answer the question if the Council has not considered or resolved the question on an agenda item at a prior meeting. Should this be the case, the Council will advise correspondence with the Clerk to request the item should be discussed at a future Parish Council meeting. If the question is considered outside the remit of Hale Parish Council, residents will be referred to Halton Borough Council.

** Please note that anybody wishing to comment should raise their hand, wait to be acknowledged and should address the meeting through the Chair.*

MEETING AGENDA

1. **Election of Chairman** - To Elect a Chairman for the forthcoming year
2. **Election of Deputy Chair** - To Elect a deputy Chairman for the forthcoming year
3. **Apologies** - To receive apologies
4. **Declarations of Interest** - To receive declarations of interest.
5. **Public Participation** – A period of public participation as set out in the “Note to Public” above
6. **Election of Committee** – To elect a Committee consisting of up to Six current Parish Councillors and up to 4 representatives of users of the Village Hall elected in accordance with clause 6.4. of the Trust Deed document
7. **Minutes** - To agree the minutes of the meeting of Hale Parish Council acting as sole Trustee 27TH June 2023 as a true and accurate record.
8. **Accounts** –
 - i. To approve Hale Village Hall end of year Financial Accounts for 1st April 2022 – 31st March 2023
 - ii. To approve the end of year Accounts for Jan 2022 – December 2022 for submission to the Charity Commission
 - ii. To approve the end of year Accounts for Jan 2023 – December 2023 for submission to the Charity Commission
9. **Budget** - To consider and approve a budget for Hale Village Hall for the period 1st April 2024 – 31st March 2025

- 10. Gas Re – Connection** – To authorise the Clerk to contact British Gas to organise new gas Connection for the Village Hall. The Clerk to also arrange for a registered Gas engineer to service all gas appliances and certify accordingly prior to re - commissioning.
- 11. Trust Deed** – To employ Louise Beaton to assist in the amending of the Village Hall Trust Deed. Specifically to allow for current banking provisions and to cross reference with Standing Orders & Financial regulations to ensure parity.
- 12. Next Meeting** - To agree a date for the Next Meeting of Hale Parish Council as sole Trustee of Hale Village Hall.