



HALE PARISH COUNCIL

OF THE HALTON BOROUGH IN
THE COUNTY OF CHESHIRE



**DATED THE 15th DAY OF OCTOBER 2025
MEMBERS OF HALE PARISH COUNCIL STAFFING COMMITTEE
ARE HEREBY SUMMONED TO ATTEND AN ORDINARY MEETING
TO BE HELD IN HALE VILLAGE HALL, HIGH STREET,
HALE, HALTON L24 4AE
ON THE 30th OCTOBER 2025 AT 7.00pm
TO TRANSACT BUSINESS AS SHOWN IN THE AGENDA.**

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.

A handwritten signature in black ink, appearing to be 'BH', written over a horizontal line.

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

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. **Apologies** - To receive apologies
2. **Declarations of Interest** - To receive declarations of interest.
3. **Minutes** – To receive and approve the Draft Minutes of the Staffing Committee Meeting of Hale Parish Council on 18th July 2025 as a true and accurate record
4. **Part II** - To agree to conduct a Part II session for the discussion of confidential matters

Part II - Exclusion of the Press and Public

(Public Bodies (Admission to Meetings) Act 1960 Section 1)

The Council is recommended to pass the following recommendation in relation to the following items: “That, in accordance with Section 1 of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following business, on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons arising from the nature of that business or of the proceedings.”

1. **Employment Situation** –

- i To agree a course of action for the employment of a permanent Caretaker for the Village hall
- ii To review the current Employment Contracts and change to Parish Council contracts to comply with the recent AGAR recommendations
- ii. To consider the Parish Council employment handbooks and to agree upon a finished format for staff distribution.

Date of Next Meeting – To agree a date for the next meeting of this Committee