



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 TUESDAY 13th MAY 2025 AT 7.30pm

Present: Cllr P Lewis, Cllr J McNamara, P Turton, A McNamara, Cllr M Roberts,
N Thompson, Cllr C Williams

In attendance: The Clerk. No Members of the Public were present

1. **Apologies** – Cllr G Wright and Cllr C Anderson gave apologies for their absence.
2. **Declarations of Interest** – No declarations were noted
3. **Public Participation** – In a discussion amongst the committee members the Clerk was requested to check when the Village Hall Boiler is due to be serviced and whether he could enquire about linking the Village Hall fire alarm to an external alert system. It was suggested that a register of items requiring annual inspection or servicing be compiled by the Clerk.
4. **Minutes** – The minutes of the Hale Village Hall Management Committee Ordinary meeting on 14th April 2025 were approved and accepted as a true and accurate account.

Proposed by Cllr M Roberts and seconded by N Thompson

The Motion was approved

5. **Payments & Receipts** - The list of payments and receipts made between 1st April 2025 – 1st May 2025 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 N Thompson and Seconded by Cllr P Lewis

The Motion was approved

6. **Accounts** – The reconciled bank statement and summary of receipts & payments 1st April 2025 – 1st May 2025 were accepted as an accurate record and comparison against budget.

Proposed by Cllr P Lewis and Seconded by Cllr J McNamara

The Motion was approved

7. **Disabled Access for the Village Hall** – The matter of access to the Village Hall for disabled users was discussed again. One quote has been received so far from a local company and further comparative quotes are being sought. The Chair agreed to ask another local contractor to give an estimate and The Clerk asked for recommendations of contractors who may be able to provide an estimate for work. It was agreed that external funding would be required as this work has not been budgeted for in the FY2526 accounts.
8. **Health & Safety Working Group** – Paul Turton from the Health & safety working group said he is happy with the progress being made on the actions to be addressed from the H&S audit conducted by Worknest. One outstanding issue concerning the purchase of a new ladder for use in the Hall has still to be addressed and it was agreed that the Clerk should purchase a replacement which conforms to the current safety regulations as a matter of urgency. The Clerk said he thinks it would be a good time for a H&S meeting and he would ask the consultant from Worknest to attend and clarify some of the outstanding requirements from her review.
9. **Village Hall Damage Deposit** – It was resolved to take no action at this point as any damage which has occurred to date is not intentional or excessive and could be viewed as “Wear & Tear” It was agreed that apart from being difficult to administer hirers might be put off by a perceived additional charge for hire of the Hall
10. **Future Meeting** – It was agreed that the next village Hall meeting will take place on 14th July 2025 at 7.30pm

Proposed by Cllr M Roberts and seconded by Cllr J McNamara

The Motion was approved

In accordance with Section 1 of the Public Bodies (Admission to Meetings) Act 1960, the press and public are 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.”

PART TWO

Private & Confidential

1. **HR**– The updated Contracts of employment and the new employee handbook were discussed and distributed for review & consideration
2. **Employee Pension** – A proposal from the options under consideration was agreed and will be submitted to the Trustees for their attention.