



HALE PARISH COUNCIL

OF THE HALTON BOROUGH IN
THE COUNTY OF CHESHIRE



DATED THIS 7th DAY OCTOBER 2026
MEMBERS OF HALE VILLAGE HALL MANAGEMENT COMMITTEE
ARE HEREBY SUMMONED TO ATTEND AN ORDINARY MEETING
TO BE HELD IN HALE VILLAGE HALL, HIGH STREET,
HALE, HALTON L24 4AE
ON 12th OCTOBER 2026 AT 7.30pm
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 'B. Hargreaves', written in a cursive style.

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

Please note: This meeting may be recorded and transcribed using approved AI tools solely to assist the Clerk in preparing accurate minutes; recordings and transcripts will be securely deleted once minutes are approved, in compliance with data protection rules.

1. **Apologies** - To receive apologies
2. **Declarations of Interest** - To receive declarations of interest.
3. **Public Participation** - To allow for a period of public participation.
4. **Minutes** - To receive the DRAFT minutes of the Village Hall Management Committee meeting on 14th September 2026 and consider approving them as a true and accurate account.
5. **Payments & Receipts** - To receive and consider the list of payments and receipts made 1st September 2026 - 6th October 2026 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.
6. **Accounts** – To receive the reconciled bank statement and summary of receipts & payments between 1st September 2026 - 6th October 2026 and to consider accepting them as an accurate record and comparison against budget (See Attached)
7. **Village Hall Management Committee** – To discuss the current Village Hall management Committee and their appointment at the meeting of the Trustee on 8th June 2026

- | | |
|--------------------|------------------|
| a. Cllr J McNamara | e. A McNamara |
| b. Cllr C Anderson | f. N Thompson |
| c. Cllr M Roberts | g. P Turton |
| d. Cllr P Lewis | h. Cllr M Fisher |

Proposed by Cllr M Roberts Seconded by Cllr J McNamara
The Motion was approved

NB – Ordinarily these appointments would have been considered at the Annual Meeting of the Trustee in January.

8. **Leaf Vacuum Purchase** – To ratify the recent purchase of a Stihl electric Leaf Vacuum (uses the existing battery) for use by the Caretaker to remove the substantial amount of debris on the Village hall forecourt. The cost was £339.00 inc. delivery

9. Kitchen Upgrades – To consider the proposed upgrades to the Village Hall Kitchen to enable catering for larger events to be undertaken.

10. Annual Budget – To consider the DRAFT budget (Issue 1) for FY2728 and any resulting requirements which may be reflected in the finances for FY2728

11. Health & Safety Working Group – To consider any findings and any actions advised in the Health & Safety & Maintenance audits and to check records & consider any further appropriate actions.

- i. Further Training** – To consider holding a further session for a number of residents & Councillors' who were not able to attend the previous two sessions.

12. Entertainment in the Hall

- i. Jazz in the Village** – To review ticket sales and check on further requirements or assistance

- j. Quiz Night & Afternoon Tea/Play your Cards Right** It was agreed that the previous events staged by the Parish council have been a great success and the use of the Village Hall has been greatly received. Both events were well attended and accepted to be a success.

- k. Events Working Group** – To arrange an informal meeting of the Events working group and propose any matters for discussion

13. Next Meeting – To agree a date for the next Village Hall Management Committee Meeting



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 MONDAY 14TH SEPTEMBER 2026 AT 7.30pm

Present: Cllr J McNamara, Cllr M Roberts, Cllr P Lewis, M Fisher, A McNamara, P Turton

In attendance: The Clerk

1. **Apologies** – Apologies were received from Cllr C Anderson, N Thompson
2. **Declarations of Interest** – No declarations of interest were received by the Clerk
3. **Public Participation** – As there were no members of the Public present this item was not discussed.
4. **Minutes** – The minutes of the Hale Village Hall Management Committee Ordinary meeting on 13th July 2026 were approved and accepted as a true and accurate account.

Proposed by A McNamara and seconded by Cllr M Roberts

The Motion was approved

5. **Payments and receipts** – The Payments and receipts for the period 8th July 2026 - 1st September 2026 were approved as a true and accurate account

Proposed by Cllr M Roberts and seconded by A McNamara

The Motion was approved

6. **Accounts** – The reconciled bank statement and summary of receipts & payments between 8th July 2026 - 1st September 2026 were accepted as an accurate record and comparison against budget.

Proposed by M Fisher and seconded by P Turton

The Motion was approved

7. **Health & Safety Working Group** – The following Items were discussed and the findings noted as follows

i. Accident Report – 28 August 2026

On the morning of Friday 28 August 2026, a participant attending the weekly keep fit class sustained an injury when a section of timberwork above the main hall entrance became dislodged and fell, making contact with her knee.

Full particulars of the incident have been recorded in the official accident register. On Sunday 30 August, the Chair of the Village Hall Management Committee, the Clerk, and the Bookings Officer visited the individual at her residence to offer formal apologies and express their sincere sympathies for the incident and the injury sustained.

The injured party confirmed that while the affected area was swollen and bruised with an accompanying graze, she was not experiencing significant discomfort, and extended her thanks to the committee members for their concern.

Similar decorative timberwork has been removed while a solution to the problem is agreed

- ii. **Village Hall Hirer Responsibility** - A member of the VHMC expressed his concerns regarding arrangements by Hirers of the Village Hall who undertake dangerous or risky practices during their hire period without prior notice to the Bookings Officer or Committee members. The Clerk agreed to review the conditions of Hire and if necessary recommend some guidance regarding the matters of concern
- iii. **Fire Extinguisher Training & Basic Life Support training** – It was agreed that the recent training supplied by P Turton was well attended and a great success. Thank you to Paul
- iv. **Further Training** – Members feel that there is an additional appetite for the training provided by P Turton and would like it to be included on the next Parish Council Agenda for discussion.

- 8. Liverpool John Lennon Airport Community Fund** – The Clerk will contact Emma Regan at Liverpool Airport Community Fund and arrange for her to visit the Hall to review the improvements which were partially funded by the Airport

9. Entertainment

- i. **Quiz Night** – It was noted that ticket sales have been slow but that last year there was a rush in the final few days and it was agreed that we will have approximately 10 team of 6 for the event itself. Members were asked by the Chair to please try and push the planned events noted here
- ii. **Jazz In The Village** – The Parish Council are staging a Jazz concert on 24th October and the Clerk has asked that members do their best to sell tickets for this event to ensure it is a success
- iii. **Halloween** – The Clerk will make sure that the member who took the lead in last years' event is happy to plan this again in 2026

NB – It was noted that there is a private “Bat Walk” planned for 25th September 2026 and to contact Cllr P Lewis to register for the walk if you are interested.

It was agreed that the next Village Hall Management Meeting will take place on 12th October 2026 at 7.30pm at Hale Village Hall

Hale Village Hall
RECONCILIATION - Unity Trust Bank Current A/C 06-10-2026

From Accounts	£15,482.66
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Payments not cashed	Add
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Receipts not entered	Subtract
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Statement should be	£15,482.66
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Hale Village Hall

Prepared by: _____

Name and Role (Clerk/RFO etc)

Date: _____

Approved by: _____

Name and Role (RFO/Chair of Finance etc)

Date: _____

A	Bank Reconciliation at 06/10/2026		
	Cash in Hand 01/04/2026		18,608.27
	ADD Receipts 01/04/2026 - 06/10/2026		24,012.25
	SUBTRACT Payments 01/04/2026 - 06/10/2026		42,620.52
	Cash in Hand 06/10/2026 (per Cash Book)		27,137.86
B			15,482.66
	Cash in hand per Bank Statements		
	Petty Cash 17/08/2021	0.00	
	Unity Trust Bank Current A/C 06/10/2026	15,482.66	
			15,482.66
B	Less unrepresented payments		
			15,482.66
	Plus unrepresented receipts		
	Adjusted Bank Balance		15,482.66
	A = B Checks out OK		

Balance Available balance
£ 15,482.66 £ 15,482.66

Show:

Transactions

Balances are correct as of 16:20 on 06 Oct 2026.

↓ Date	Description	Paid in	Paid out	Balance
06/10/26	SMITH JL • DANCEBOOTCAMP	27.00		15,482.66
05/10/26	B/P to: • CABLE TIES		-19.06	15,455.66
05/10/26	B/P to: • LEAF VACUUM		-339.00	15,474.72
05/10/26	Direct Debit (NEST) • IT000009538931		-48.21	15,813.72
05/10/26	BE CUSTOMER REFUND • 8700237056-SSE REF	408.88		15,861.93
05/10/26	MB DANCING (MERSEYBEATS) • 1694 sep	315.00		15,453.05
05/10/26	MB DANCING (MERSEYBEATS) • 1719 oct mb	360.00		15,138.05
05/10/26	MB DANCING (MERSEYBEATS) • 1695 sep	270.00		14,778.05
05/10/26	CONNECT GROUP • TREEOFLIFE CHURCH	72.00		14,508.05
02/10/26	RUTH NICKSON • hale dance club	27.50		14,436.05
01/10/26	Hale Ladies Knitti • HVH-2020-1724	60.00		14,408.55
01/10/26	HALE PARISH COUNCI • INV 1544,1727/28	231.50		14,348.55
01/10/26	B/P to: FIS • INVOICE 61261		-51.08	14,117.05
01/10/26	KNOWSLEY DEMENTI • HVH-2020-1681	1,000.00		14,168.13
01/10/26	C Davidson • 1731 yoga 4/10	70.00		13,168.13
30/09/26	Service Charge		-7.00	13,098.13
30/09/26	J Murnane • Joanna murnane	90.00		13,105.13
29/09/26	C Fisher • HALL HIRE 15/11/26	104.00		13,015.13
29/09/26	GRIMES MM • 1729	100.00		12,911.13
28/09/26	SMITH JL • DANCEBOOTCAMP	27.00		12,811.13

28/09/26	Direct Debit (WATER PLUS) • 6000422984		-79.54	12,784.13
28/09/26	KNOWSLEY DEMENTI • HALL HIRE	72.00		12,863.67
28/09/26	Naan Stop Parties Ltd • Hall hire services	90.00		12,791.67
28/09/26	Megan Foster	15.00		12,701.67
28/09/26	RUTH NICKSON • hale dance club	27.50		12,686.67
25/09/26	MARTIN P&F/ROYS • INV# HVH-2020-933	37.50		12,659.17
25/09/26	Credit • 66	325.00		12,621.67
24/09/26	FRANCIS DOYLE • HVH-2020-1715	135.00		12,296.67
23/09/26	G Brown • 1716	100.00		12,161.67
22/09/26	SMITH JL • DANCEBOOTCAMP	27.00		12,061.67
21/09/26	B/P to: Hale Parish Counci • REPAYMENT		-2,666.60	12,034.67
21/09/26	HALE PARISH COUNCI • HVH 1705	87.50		14,701.27
21/09/26	B/P to: FIS • INVOICE 61186		-51.08	14,613.77
21/09/26	RUTH NICKSON • hale dance club	27.50		14,664.85
21/09/26	Mr Graeme Ho • HVH-2020-1699	27.00		14,637.35
18/09/26	Direct Debit (O2) • 06085499/001		-45.60	14,610.35
18/09/26	Direct Debit (BT GROUP • GP00340133- PLC) 000094		-73.63	14,655.95
16/09/26	Guildswomen of Hal • HVH-2020-1690	15.00		14,729.58
15/09/26	Direct Debit (SMARTESTENERGY • 70812- BUS) 001		-261.08	14,714.58
15/09/26	DAVID JOSEPH BELCHER • jess flanagan	154.00		14,975.66
15/09/26	SMITH JL • DANCEBOOTCAMP	27.00		14,821.66
14/09/26	MCGREGOR S & P • HVH-2020-1702	72.00		14,794.66
14/09/26	RUTH NICKSON • hale dance club	27.50		14,722.66
14/09/26	RUTH NICKSON • hale dance club	27.50		14,695.16
14/09/26	M Morris-King • HVH-2020-1700	90.00		14,667.66
14/09/26	REBECCA RILEY • HVH-2020-1583	189.00		14,577.66
11/09/26	HALPIN&REILL • HVH-2020-1713	150.00		14,388.66
11/09/26	CONNECT GROUP • TREEOFLIFE CHURCH	144.00		14,238.66
09/09/26	TAIWO ADEDOYIN • THANK YOU	200.00		14,094.66
08/09/26	SMITH JL • DANCEBOOTCAMP	27.00		13,894.66

07/09/26	Direct Debit (NEST) • IT000009538931		-48.21	13,867.66
03/09/26	MCEVOY L • 1709	10.00		13,915.87
02/09/26	B/P to: Vicky Austin • REFUND V HALL		-170.00	13,905.87
01/09/26	FRANCIS DOYLE • hvh-2020-1691	135.00		14,075.87
01/09/26	KNOWSLEY DEMENTI • HVH-2020-1681	1,000.00		13,940.87
01/09/26	MCEVOY L • 165016831689	75.00		12,940.87
01/09/26	Hale Ladies Knitti • HVH-2020-1701	75.00		12,865.87
01/09/26	Lakes & Rivers Ltd • Vil hall room hire	42.00		12,790.87
31/08/26	Service Charge		-7.00	12,748.87
28/08/26	RUTH NICKSON • hale dance club	27.50		12,755.87
28/08/26	MARTIN P&F/ROYS • INV# HVH-2020-933	30.00		12,728.37
28/08/26	B/P to: Freemans Ind. • HALE VILLAGE Sup. HALL		-480.00	12,698.37
28/08/26	B/P to: Hale Parish • JULY Counci CHARGEBACK		-2,666.60	13,178.37
28/08/26	Direct Debit (BRITISH • BGL0639806- GAS) 0620518		-33.09	15,844.97
27/08/26	Direct Debit (WATER PLUS) • 6000422984		-114.21	15,878.06
25/08/26	MB DANCING (MERSEYBEATS) • 1675 aug 26	198.00		15,992.27
25/08/26	MB DANCING (MERSEYBEATS) • 1676 aug 26	315.00		15,794.27
25/08/26	MB DANCING (MERSEYBEATS) • 1676 aug 26	9.00		15,479.27
24/08/26	CONVERSION MARKETING • 17th GROUP LTD October	480.00		15,470.27
21/08/26	RUTH NICKSON • hale dance club	27.50		14,990.27
21/08/26	ACTIVITY CO T/AS • HVH-2020-1636	13.50		14,962.77
20/08/26	CONNECT GROUP • TREEOFLIFE CHURCH	72.00		14,949.27
19/08/26	Direct Debit (O2) • 06085499/001		-46.08	14,877.27
18/08/26	Direct Debit (BT GROUP • GP00340133- PLC) 000093		-73.63	14,923.35
17/08/26	Direct Debit (SMARTESTENERGY • 70812- BUS) 001		-231.03	14,996.98
17/08/26	Karen Young • 1594	150.00		15,228.01
17/08/26	RUTH NICKSON • hale dance club	27.50		15,078.01

Hale Village Hall

Transactions for Unity Trust Bank Current A/C

Voucher	Date	Chq/Rec No.	Description	Supplier	Total	Balance	Cashed date
			STARTING BALANCE			18,608.27	
74	28/08/2026		Gas	British Gas	-33.09	15,844.97	01/09/2026
75	28/08/2026		Salary Chargeback	Hale Parish Council	-2,666.60	13,178.37	01/09/2026
76	28/08/2026		Village Hall supplies	Freemans Industri	-480.00	12,698.37	01/09/2026
144	28/08/2026		Hall Rental	Martin P&F Roys	30.00	12,728.37	01/09/2026
145	28/08/2026		Hall Rental	Ruth Nickson	27.50	12,755.87	01/09/2026
77	31/08/2026		Bank Charges	Unity Bank	-7.00	12,748.87	01/09/2026
146	01/09/2026		Hall Rental	Lakes & Rivers	42.00	12,790.87	01/09/2026
147	01/09/2026		Hall Rental	Knitting Club	75.00	12,865.87	01/09/2026
148	01/09/2026		Hall Rental	L McEvoy	75.00	12,940.87	01/09/2026
149	01/09/2026		Hall Rental	Knowsley Dement	1,000.00	13,940.87	01/09/2026
150	01/09/2026		Hall Rental	Francis Doyle	135.00	14,075.87	01/09/2026
78	02/09/2026		Hall Refund	V Austin	-170.00	13,905.87	11/09/2026
151	03/09/2026		Hall Rental	L McEvoy	10.00	13,915.87	11/09/2026
79	07/09/2026		Pension (Nest)	Nest - Pension	-48.21	13,867.66	11/09/2026
152	08/09/2026		Hall Rental	JL Smith	27.00	13,894.66	11/09/2026
153	09/09/2026		Hall Rental	Taiwo Adedoyin	200.00	14,094.66	11/09/2026
154	11/09/2026		Hall Rental	Tree of Life Church	144.00	14,238.66	25/09/2026
155	11/09/2026		Hall Rental	Halpin & Reill	150.00	14,388.66	25/09/2026
156	14/09/2026		Hall Rental	Rebecca Riley	189.00	14,577.66	25/09/2026
157	14/09/2026		Hall Rental	M Morris-King	90.00	14,667.66	25/09/2026
158	14/09/2026		Hall Rental	Ruth Nickson	55.00	14,722.66	25/09/2026
159	14/09/2026		Hall Rental	McGregor	72.00	14,794.66	25/09/2026
80	15/09/2026		Electricity	Smartestenergy	-261.08	14,533.58	25/09/2026
160	15/09/2026		Hall Rental	JL Smith	27.00	14,560.58	25/09/2026
161	15/09/2026		Hall Rental	David Joseph Belc	154.00	14,714.58	25/09/2026
81	18/09/2026		Hall Internet/Wifi	BT Group	-73.63	14,640.95	25/09/2026
82	18/09/2026		Bookings Mobile Phone	O2 Mobile Phones	-45.60	14,595.35	25/09/2026
83	21/09/2026		Fire Equipment Maintenance	FIS Solutions	-51.08	14,544.27	25/09/2026
84	21/09/2026		Salary Chargeback	Hale Parish Council	-2,666.60	11,877.67	25/09/2026
163	21/09/2026		Hall Rental	Graeme Ho	27.00	11,904.67	25/09/2026
164	21/09/2026		Hall Rental	Ruth Nickson	27.50	11,932.17	25/09/2026
165	21/09/2026		Hall Rental	Hale Parish Council	87.50	12,019.67	25/09/2026
166	22/09/2026		Hall Rental	JL Smith	27.00	12,046.67	25/09/2026
167	23/09/2026		Hall Rental	G Brown	100.00	12,146.67	25/09/2026
168	24/09/2026		Hall Rental	Francis Doyle	135.00	12,281.67	25/09/2026
162	25/09/2026		Hall Rental	The Guildswomen	15.00	12,296.67	25/09/2026
169	25/09/2026		Hall Rental	Art Group (Cheque)	325.00	12,621.67	25/09/2026
170	25/09/2026		Hall Rental	Martin P&F Roys	37.50	12,659.17	06/10/2026
85	28/09/2026		Water	Water Plus	-79.54	12,579.63	06/10/2026
171	28/09/2026		Hall Rental	Ruth Nickson	27.50	12,607.13	06/10/2026
172	28/09/2026		Hall Rental	Megan Foster	15.00	12,622.13	06/10/2026
173	28/09/2026		Hall Rental	Naan Stop Parties	90.00	12,712.13	06/10/2026
174	28/09/2026		Hall Rental	Knowsley Dement	72.00	12,784.13	06/10/2026
175	28/09/2026		Hall Rental	JL Smith	27.00	12,811.13	06/10/2026
176	29/09/2026		Hall Rental	M Grimes	100.00	12,911.13	06/10/2026
177	29/09/2026		Hall Rental	C Fisher	104.00	13,015.13	06/10/2026
86	30/09/2026		Bank Charges	Unity Bank	-7.00	13,008.13	06/10/2026
178	30/09/2026		Hall Rental	J Murnane	90.00	13,098.13	06/10/2026
87	01/10/2026		Intruder/Fire Alarm Maintenance	FIS Solutions	-51.08	13,047.05	06/10/2026
179	01/10/2026		Hall Rental	C Davidson	70.00	13,117.05	06/10/2026
180	01/10/2026		Hall Rental	Knowsley Dement	1,000.00	14,117.05	06/10/2026
181	01/10/2026		Hall Rental	Hale Parish Council	231.50	14,348.55	06/10/2026
182	01/10/2026		Hall Rental	Knitting Club	60.00	14,408.55	06/10/2026
183	02/10/2026		Hall Rental	Ruth Nickson	27.50	14,436.05	06/10/2026

Hale Village Hall

Transactions for Unity Trust Bank Current A/C

Voucher	Date	Chq/Rec No.	Description	Supplier	Total	Balance	Cashed date
			STARTING BALANCE			18,608.27	
88	05/10/2026		Electricity	SSE Electricity	408.88	14,844.93	06/10/2026
89	05/10/2026		Pension (Nest)	Nest - Pension	-48.21	14,796.72	06/10/2026
90	05/10/2026		Caretaker	Caretaker	-339.00	14,457.72	06/10/2026
91	05/10/2026		Caretaker	Caretaker	-19.06	14,438.66	06/10/2026
184	05/10/2026		Hall Rental	Tree of Life Church	72.00	14,510.66	06/10/2026
185	05/10/2026		Hall Rental	M B Dancing (Mer	945.00	15,455.66	06/10/2026
186	05/10/2026		Hall Rental	JL Smith	27.00	15,482.66	06/10/2026
			CLOSING BALANCE			15,482.66	
				Bank statement should show		£15,482.66	

Summary of Receipts and Payments

All Cost Centres and Codes

Expenditure

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
29	Bank Charges				100.00	42.00	58.00	58.00 (58%)
24	Capital Equipment				2,500.00	482.50	2,017.50	2,017.50 (80%)
34	Committed Expenditure				4,000.00	5,412.00	-1,412.00	-1,412.00 (-35%)
27	Contingency				1,500.00	25.82	1,474.18	1,474.18 (98%)
11	Electricity				3,000.00	995.43	2,004.57	2,004.57 (66%)
21	Gas				2,000.00	391.27	1,608.73	1,608.73 (80%)
33	General Reserve				3,500.00		3,500.00	3,500.00 (100%)
6	Rates				250.00	588.00	-338.00	-338.00 (-135%)
10	Refunds					210.00	-210.00	-210.00 (N/A)
8	Repairs & Maintenance				4,000.00	3,022.43	977.57	977.57 (24%)
26	Staff Costs				32,550.00	13,615.88	18,934.12	18,934.12 (58%)
7	Subscriptions				1,250.00	507.71	742.29	742.29 (59%)
1	Telephone / Internet /website				1,575.00	605.04	969.96	969.96 (61%)
2	Water				750.00	443.44	306.56	306.56 (40%)
SUB TOTAL					56,975.00	26,341.52	30,633.48	30,633.48 (53%)

Income

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
17	Hale Parish Council Support	5,000.00		-5,000.00				-5,000.00 (-100%)
16	Room/Hall Hire	35,000.00	24,012.25	-10,987.75				-10,987.75 (-31%)
SUB TOTAL		40,000.00	24,012.25	-15,987.75				-15,987.75 (-39%)

Summary

NET TOTAL	40,000.00	24,012.25	-15,987.75	56,975.00	26,341.52	30,633.48	14,645.73
V.A.T.					796.34		
GROSS TOTAL		24,012.25			27,137.86		

Purchase of Leaf Vacuum

1 message

Peter Lewis <peterls1@hotmail.co.uk>
To: Hale Clerk <clerk@haleparishcouncil.gov.uk>

22 September 2026 at 09:14

Hi Brian,

I hope you're well.

I would be grateful if you could circulate this request to the Village Hall Committee for consideration and approval, rather than waiting until the next committee meeting, if possible.

As you're aware, due to the significant number of trees and shrubs surrounding the Village Hall, there is a constant accumulation of fallen leaves across the car park, pathways, and communal areas. Keeping these areas clean, safe, and presentable currently requires a considerable amount of time each week using only a brush and shovel.

During the autumn and winter months last year, I spent a substantial amount of time carrying out this task. This is time that could be more productively invested in other maintenance and improvement projects around the hall, particularly as the main hall decorating programme, which forms part of the agreed 2026 works plan, is still outstanding and has recently commenced.

With this in mind, I would like to request approval to purchase a battery-powered leaf vacuum to improve efficiency and reduce the time required for grounds maintenance.

The model I have identified is a STIHL unit that is compatible with the existing STIHL hedge trimmer and strimmer already owned by the hall, allowing us to utilise the same battery system. STIHL equipment has proven reliable and durable, and given the volume of leaves and debris that need to be cleared, I believe investing in a quality commercial-grade tool represents better long-term value than purchasing a lower-cost domestic alternative.

The total cost of the leaf vacuum is **£339.00 including VAT and delivery**.



SHA 140 Cordless Vacuum Shredder

stihl.co.uk

I understand the hall recently received a **£200 donation** from the wedding event held a few months ago, and I wondered whether, subject to the committee's agreement, this contribution could be used towards the purchase.

In addition to the operational benefits, there is also an important health and safety consideration. With the hall now being used daily by the Memory Lane group, alongside our regular user groups, we have a number of visitors with mobility issues and other vulnerabilities. Ensuring pathways and access areas are kept clear of wet and slippery leaves is essential in reducing the risk of slips and falls and maintaining a safe environment for all hall users.

I would therefore appreciate the committee's consideration of this request and, if possible, an approval decision at the earliest opportunity.

Thank you for your time and consideration, and I look forward to hearing the committee's response.

Kind regards,

Peter

ADDITIONAL EQUIPMENT FOR THE VILLAGE HALL

Background

The kitchen equipment in the Village Hall is based on a semi domestic arrangement and followed the levels of food preparation and service that existed in the former hall.

Whilst the take up of bookings for the hall are extremely good, there are limitations for the type of hot food requirement functions to be undertaken.

One small domestic oven is available, therefore limiting the scope of a function that requires hot food options for requirements exceeding 20 persons, with no prepared hot food holding available.

In January 2027, The Freemen have reserved the hall for their Annual Court dinner which requires a traditional Main Course Roast Meal, for around 60 guests, which under the existing arrangements will be impossible to undertake.

It is proposed to look at two options to make the kitchen effective to produce a three-course hot food offer.

Equipment Requirements

1 Additional tabletop Fan oven to produce Roast Items in conjunction with the current oven.

1 Hot cupboard for warming dinner plates and to hold hot items when transferred from the two ovens.

Modifications required in the kitchen

- A. Tabletop oven – this would be located on the countertop on the right of the existing oven, powered by a 13amp power point adjacent.
- B. Removal of two mobile small trolleys at the end of the two work benches to locate the Hot Cupboard, this would be powered by a connection to a 13amp power point with the cable protected by a floor cable cover.

Cost options

A. Hire items – Quotation enclosed. £279.22

B. One off purchase- Quotation enclosed

Convection oven £1747.19

Hot cupboard. £1121.99 £2869.18

I trust that this will be sufficient for a decision to be made to allow r the Freemen's event to be undertaken in January 2027.

MJS 29 September 2026

Warranty

Form 

Returns

Form 

Delivery Damages

Form 

Lease Purchase Available On Orders

Over £500 Ex. VAT 

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Home > Kitchen Equipment > Hot Cupboards & Plate Warmers > Mobile Hot Cupboards (Plain Top) > Parry HOT12



Parry HOT12 1200mm Wide Mobile Hot Cupboard With Plain Top

RRP: £2,514.00 SAVE: £1,392.01



£1,121.99 inc. VAT

3-5

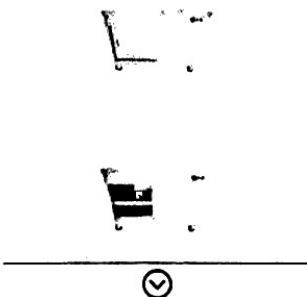
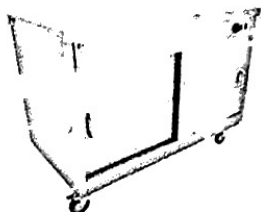
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Lease to buy from £5.23 per week



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Standard Model

Plain Metal Top Model - £207.00

865mm -£170.00

1200mm

1500mm +£177.00

1800mm +£248.00

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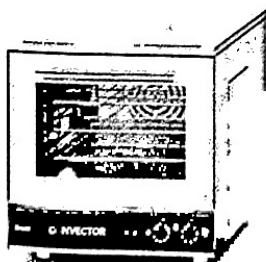
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Lincat Convector CO133M Heavy Duty 53 Ltr Electric Manual Countertop Convection Oven



RRP: £3,094.80 SAVE: £1,347.61

£1,747.19 inc. VAT

ORDER NOW

Delivery between 8th October and 15th October

**3-4 Weeks
FREE****Call 01539 760 650****Delivery
Available**Pay in 3 interest-free payments of £582.40 inc. VAT
available with  **PayPal** or  **Pay****Lease to buy from £8.14 per week**[Details](#)[Delivery](#)[Documents](#)[Accessories](#)[Sp](#)[Details](#)

The perfect addition to any commercial kitchen, the Manual+ CO133M provides the simplicity of mechanical

Warranty & Labour



Unit Convertor

PARRY HOT CUPBOARD CONFIGURATOR



P PARRY

Hot Cupboard Builder


£59.95
+VAT

Order by
3:30pm
for
Express
Next
Working
Day
Delivery

Fri 18th
September


Please note the following:

- All items over 30kg are kerbside delivery only,
- Deliveries take place between the hours of 8am and 6pm

+ Product Accessories

Item Details

Stock Price Quali


RTS1200 Rodded
Tray Slide 1200mm
Wide (RTS1200)

✓
IN
STOCK

£187.19
INC. VAT

1


SHELFST12350-
AMBIENT 1200mm
Ambient Single
Tier Stainless Steel
Chefs Rack
(SHELFST12350-
AMBIENT)

✓
IN
STOCK

£229.19
INC. VAT

1


SHELFTT12350-
AMBIENT 1200mm
Ambient Double
Tier Stainless Steel
Chefs Rack
(SHELFTT12350-
AMBIENT)

✓
IN
STOCK

£284.39
INC. VAT

1

Estimate

From: 5 Star Catering Hire <info2@5starhire.co.uk>

To: Malcolm Spargo

Date: 18 Sep 2026 at 12:59

Hi Malcolm this is a start for what you may need in jan

5 Star

5 Star Catering Equipment Hire Ltd
ESTD 1989 20 Greys Court
Kingsland Grange
Woolston
WA1 4SH

Estimate

Valid For 7 Days

Please reply by email to confirm

PLEASE DO NOT PAY THIS ESTIMATE

REQUEST AN INVOICE AFTER CONFIRMATION EMAIL

Malcolm Spargo - Hire

Job Number : 53436

Date : 18 September 2026

Name : Malcolm Spargo

Deliver to :

Company : Malcolm Spargo

Delivery Address :

Address : Hale Village Hall

Telephone :

Hale Village

L24 5SE

Telephone :

Delivery (No Sundays) Wednesday, 6 January 2027 - 10:00

Collection (No Saturdays/Sundays) Thursday, 7 January 2027 - 10:00

Hire : Start Wednesday, 6 January 2027 - 10:00 Hire : Finish Thursday, 7 January 2027 - 10:00

Qty.	Description	Unit Price	Price
1	Hot Cupboard Large (Elec)	£64.47	£64.47
1	Convection Oven Glass Door (Elec)	£100.22	£100.22
2	Oven Shelves	£0.00	£0.00
20	Delivery Per Mile (15 mins on-site) Ground Floor Only	£1.70	£34.00
20	Collection Per Mile (15 mins on-site) Ground Floor Only	£1.70	£34.00
Net total			£232.69
VAT			£46.53
Total			£279.22

Weight : 155 kg Replacement Cost : £2,460.00

Cleaning charges and charges for missing or damaged items will be applied to the final invoice.

All equipment is supplied under our full T&C's available on request (2026)

Please find your estimate attached. If you wish to go ahead please send a confirmation email,

Payment Notice:

Non-account customers must pay via a **secure email payment link**.

We do not accept card payments over the phone, unless made in person at our office.

Thank you for your understanding.

Hale Village Hall

Draft Budget FY2728

(issue 1)

EXPENDITURE

Title	2026 -27		APR 2026 - Sep 2026		Oct	Nov	Dec	0.57	Feb	Mar	outturn	2026/27		2027-2028		
	Budget											TOTAL	Variance	Prop. Budget	Uplift	Reduce
Staff Costs	32,550.00		13,567.67		3,163.72	3,163.72	3,163.72	3,163.72	3163.72	3163.72	18982.32	32,549.99	0.01	£34,177.50	5%	
Water	750.00		377.16		62.14	62.14	62.14	62.14	62.14	62.14	372.84	750.00	0.00	£787.00	5%	
Rates	250.00		588.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	588.00	-338.00	£600.00	140%	
Subscriptions	1,250.00		465.14		130.81	130.81	130.81	130.81	130.81	130.81	784.86	1,250.00	0.00	£1,250.00		
Repairs & Maintenance	4,000.00		3,006.55		165.57	165.57	165.57	165.57	165.57	165.57	993.42	3,999.97	0.03	£4,000.00		
Refunds	0.00		210.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	210.00	-210.00	£250.00	250%	
Gas	2,000.00		391.27		268.12	268.12	268.12	268.12	268.12	268.12	1608.72	1,999.99	0.01	£2,000.00		
Capital Equipment	2,500.00		200.00		383.33	383.33	383.33	383.33	383.33	383.33	2299.98	2,499.98	0.02	£2,500.00		
Contingency	1,500.00		25.82		245.69	245.69	245.69	245.69	245.69	245.69	1474.14	1,499.96	0.04	£1,500.00		
Electricity	3,000.00		1,404.31		265.94	265.94	265.94	265.94	265.94	265.94	1595.64	2,999.95	0.05	£3,000.00		
Telephone / Internet	1,575.00		605.04		100.83	100.83	100.83	100.83	100.83	100.83	604.98	1210.02	364.98	£1,200.00		-31%
Bank Charges	100.00		35.00		10.83	10.83	10.83	10.83	10.83	10.83	64.98	99.98	0.02	£100.00		
SUB TOTAL	49,475.00		20,875.96		4,796.98	4,796.98	4,796.98	4,796.98	4,796.98	4,796.98	28,781.88	49,657.84		£51,364.50		
GENERAL & EARMARKED RESERVES																
General Reserve	3,500.00													£3,500.00		
Committed Expenditure	4,000.00															
Proposed Total Requirement (Inc Reserves)													Total	£54,864.50		
Current Budget Allocation (no Reserves)														£49,475.00		

INCOME																		
Title	2026-27		Apr 26 - Sep									2026/27		2027-2028				
	Budget	Actual	Oct	Nov	Dec	Jan	Feb	Mar	outturn	TOTAL	Variance	Proposed Budget						
Hall Hire	35,000.00	21,016.25	3,250.00	3,250.00	3,250.00	3,250.00	3250.00	3250.00	19500.00	40,516.25	-5,516.25	£40,000.00	14%					
Hale Parish Council	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5000.00	5,000.00	0.00	£2,500.00	-50%					
Less Refunds		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00							
SUB TOTAL	40,000.00	21,016.25	3,250.00	3,250.00	3,250.00	3,250.00	3,250.00	3,250.00	24,500.00	45,516.25	-5,516.25	£42,500.00						
Cash at Bank 25/09/2026									4,281.88		Carry Forward	£8,339.79						
PROPOSED REQUIREMENT 2027-2028																		
EXPECTED CARRY FORWARD 1ST April 2027												£54,864.50						
												£8,339.79						
											TOTAL	£46,524.71						
PROPOSED INCOME REQUIREMENT 2027 - 2028												£47,000.00						