



HALE PARISH COUNCIL
OF THE HALTON BOROUGH IN
THE COUNTY OF CHESHIRE



**MINUTES OF EXTRA-ORDINARY MEETING OF HALE VILLAGE HALL COMMITTEE HELD
REMOTELY ON MONDAY 28th MAY 2020 AT 6.00pm**

Present: cllr Kierman, cllr Williams, cllr Trevaskis, cllr Anderson, cllr Spargo

In attendance: Mr Brian Hargreaves (Proper Officer) and one Members of the public

- 1. Apologies** – No Apologies for absence were received
- 2. Declarations of Interest** – None were received
- 3. Public Participation** – One member of the public suggested that the sale of the Galvanised Gate at the entrance to Hale Village Hall may breach the governing document. It was confirmed that this was not the case
- 4. Telephone** – It was resolved that the Proper Officer has delegated authority to purchase a new telephone with improved internet access and email functions up to the value of £150.00
- 5. Grant** – It was Noted that the £10,000 Government backed Covid-19 Grant has been applied for by the Proper Officer.
- 6. Scope of Works** - A scope of works was discussed to improve the appearance of the front of Hale Village Hall. The Proper Officer was delegated authority to obtain quotes for a picket fence, telephone box, bird table, additional benches, hedges, CCTV and a sign.
- 7. Booking Payments** - It was resolved that any bookings made from this date onwards should understand the risks and not be entitled to a refund, unless restrictions change.
- 8. Entrance Gate** - It was agreed to delegate authority to the Proper Officer to dispose of the gate to the front of Hale Village Hall in the hope that some funds could be raised from such a sale
- 9. Hire Fees** – It was resolved that the hire fees for the meetings rooms will be amended to £5ph, with a day rate of £40 per room, with immediate effect.
- 10. Exclusions** - It was resolved to exclude the public and press owing to the confidential nature of the business to be transacted.

11. Recruitment - It was agreed to delegate recruitment to a sub-committee - Cllrs Anderson, Spargo, Wright, and Williams. The sub-committee will undertake interviews, confirm job descriptions, and ensure patterns of work are within the budgeted funds.

12. Grants - Matters surrounding grants were discussed and actions were agreed. It was resolved to provide the Proper Officer with delegated authority to research and apply for grants All additional actions are recorded in a minute exempt from publication under Paragraphs 1 and 2 of Part 1 of the Schedule 12A of the Local Government Act 1972.

The Meeting Ended at 7.30pm



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**DATED THIS TWENTY-SEVENTH DAY OF JANUARY 2021
MEMBERS OF HALE VILLAGE HALL COMMITTEE ARE HEREBY
SUMMONED TO ATTEND AN EXTRA-ORDINARY MEETING TO BE HELD AT
6PM ON THE FIRST OF FEBRUARY 2021 TO TRANSACT BUSINESS AS SHOWN
IN THE AGENDA.**

The meeting will be accessible to members of the public via the internet or telephone. For instructions on how to access the meeting, please email Brian Hargreaves (Parish Clerk) on clerk@haleparishcouncil.gov.uk or call 07803611222.

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'.

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.

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.

MEETING AGENDA

1. **Apologies** - To receive apologies
2. **Declarations of Interest** - To receive declarations of interest.
3. **Minutes** - To review and approve the Minutes of Meeting 28th May 2020
4. **Public Participation** - To adjourn the meeting for a period of public participation
5. **Exclusion** - To exclude the public and press owing to the confidential nature of the business to be transacted.
6. **Scope of Works** – To consider quotes for scope of works discussed at the last meeting, including the siting of a defibrillator, and agree actions.
7. **Staffing** - To discuss HR matters in the light of Covid-19 restrictions and agree actions