



HALE PARISH COUNCIL

OF THE HALTON BOROUGH IN
THE COUNTY OF CHESHIRE



**DATED TWENTY NINTH DAY OF JANUARY 2025
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
ON THE TENTH DAY OF FEBRUARY 2025 AT **9.00pm**
TO TRANSACT BUSINESS AS SHOWN IN THE AGENDA.**

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 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** –
 - i. To review the Draft minutes of the Ordinary meeting of Hale Parish Council acting as sole Trustee 13TH January 2024 and to record as a true and accurate record.
8. **Budget** - To consider and approve a budget proposal for Hale Village Hall for the period 1st April 2025 – 31st March 2026
9. **Next Meeting** - To agree a date for the Next Meeting of Hale Parish Council as sole Trustee of Hale Village Hall.



HALE PARISH COUNCIL

OF THE HALTON BOROUGH IN
THE COUNTY OF CHESHIRE



**DRAFT MINUTES OF THE MEETING OF HALE PARISH COUNCIL
ACTING AS SOLE TRUSTEE OF HALE VILLAGE HALL
HELD ON MONDAY 13th JANUARY 2025 AT 9.00pm
IN HALE VILLAGE HALL**

Present: Cllr Lewis, Cllr Anderson, Cllr Wright, Cllr McNamara, Cllr Roberts,
Cllr Healey, Cllr Roberts, Cllr Williams

In attendance: Mr. Brian Hargreaves (Proper Officer) & 2 Members of the Public

1. **Apologies** – No Apologies were received from Cllrs Healey or Trevaskis
2. **Declarations of Interest** – No declarations of interest were received
3. **Public Participation** – No Matters were discussed
4. **Minutes** – To consider the draft minutes of the meeting held on 11th November 2024 and record as a true and accurate record.

Proposed by Cllr J McNamara and Seconded by Cllr P Lewis

The Motion was approved unanimously

5. **Defibrillator** – It was resolved to set a budget of £150 for P Turton from the Village Hall Management Committee to purchase consumable parts for the defibrillator

Proposed by Cllr G Wright and seconded by Cllr C Anderson

The Motion was approved

6. **Health & Safety Audit (Risk Assessment)** – It was agreed to form a working group consisting of Cllrs M Roberts, Cllr J.McNamara, Paul Turton and the Clerk to review the findings of the Health & safety report
7. **Employment Contracts & Employment Handbook** – It was agreed to form a working group consisting of Cllrs M Roberts, Cllr J.McNamara, Paul Turton and the Clerk to review the findings of the Health & safety report
8. **Next Meeting** – It was resolved to hold the next Trustee meeting at 9.00pm on Monday 10th February

The Chair closed the meeting at 9.15pm