



# 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 23rd JULY 2024 AT 8.00pm

Present: N. Thompson, P Turton, A McNamara, Cllr Wright, Cllr P Lewis, Cllr J McNamara, Cllr Anderson

In attendance: 5 Members of the Public

1. **Apologies** – Cllr Roberts, Cllr Williams, & The Clerk
2. **Declarations of Interest** – No interests were declared
3. **Public Participation** – No representations were offered by the Public.
4. **Minutes** – The minutes of the Hale Village Hall Committee Ordinary meeting on 10<sup>th</sup> June 2024 were approved as a true and accurate account

Proposed by N Thompson and seconded by Cllr Lewis

**The Motion was approved**

5. **Payments & Receipts** - The list of payments and receipts made between 28<sup>th</sup> May 2024 and 17<sup>th</sup> July 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 Cllr Anderson and Seconded by Cllr Lewis

**The Motion was approved**

6. **Accounts** – The reconciled bank statement and summary of receipts & payments 28<sup>th</sup> May 2024 and 17<sup>th</sup> July 2024 were accepted as an accurate record and comparison against budget

Proposed by N Thompson and Seconded by Cllr Lewis

**The Motion was approved**

7. **Village Hall Hire Documents** –

- i. T&C's approved with an amendment to section 17 provided by Paul Turton

Proposed by Cllr Wright and seconded by Cllr A McNamara

**The motion was approved**

ii. Booking Form approved with spelling amendment  
Proposed by Cllr Lewis and seconded by Cllr J McNamara

**The motion was approved**

iii. Quick Check list was approved without amendment  
Proposed by Cllr Lewis and seconded by Cllr J McNamara

**The motion was approved**

iv. Tariff clarified, amended and approved Children's parties is now  
Social Functions

Proposed by Cllr Lewis and seconded by Cllr J McNamara

**The motion was approved**

v. N Thompson gave a report and arranged to meet the temporary  
Bookings Officer to update

**8. Security –**

i. The Clerk has had the Alarm system fully checked after the recent  
break-in. It was found to be working properly however the engineer  
said that it is old technology and that the Hall would benefit from an  
upgrade to the system with remote monitoring and possibly internal  
CCTV cameras being a benefit.

ii. The upgrade Quotation will need to be considered by the Trustee. The  
Clerk will include the information on the Agenda of the next Trustee  
meeting

**9. Flag Policy –** The Policy was approved with slight amendment. It was agreed that  
the Union Flag will fly on a permanent basis with the other suggested flags flying on  
the appropriate celebration or national day/month. There will be numerous flags and  
the flag of St George will be flown in between any alternatives on the second flag  
pole.

Proposed by Paul Turton and seconded by Cllr Lewis

In a vote six members were in favour and one against

**The motion was approved**

**10. CCTV Policy –** It was agreed to update the signage for the CCTV and to display the  
Policy appropriately in the building

Proposed by P Turton and seconded by Cllr Lewis

**The Motion was approved**

**11. Booking Officer** – It was agreed to call a meeting of the Trustee to discuss this matter

**12. Future Meeting - To be confirmed**

**The meeting Closed at 9.30pm**

DRAFT