



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 13TH JULY 2026 AT 7.30pm

Present: Cllr J McNamara, Cllr M Roberts, Cllr C Anderson, A McNamara

In attendance: The Clerk and 2 members of the Public

1. **Apologies** – Apologies were received from Cllr P Lewis, N Thompson and M Fisher
2. **Declarations of Interest** – No declarations of interest were received by the Clerk
3. **Public Participation** – It was noted that with the increased use of the Village hall at weekends there is a bigger requirement for a cleaner to be available during the busiest times. While it was recognised that the current cleaner uses her time to help with opening & closing the building and assisting some of the regular user groups it was requested that her allocation of time could be re-assessed and more time designated to the weekend when demand is at its highest. The Clerk will arrange a personnel meeting where demands on the current staff can be re-assessed.
4. **Minutes** – The minutes of the Hale Village Hall Management Committee Ordinary meeting on 8th June 2026 were approved and accepted as a true and accurate account.

Proposed by Cllr M Roberts and seconded by Cllr C Anderson.

The Motion was approved

5. **Payments and receipts** – Cllr J McNamara queried a number of payment made in the financial period and was satisfied with the spending and explanations offered by The Clerk

Proposed by Cllr J McNamara and seconded by Cllr M Roberts

The Motion was approved

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

Proposed by Cllr J McNamara and seconded by Cllr M Roberts

The Motion was approved

- 7. Health & Safety Working Group** – It was accepted that the Fire Extinguisher training presented on behalf of the Parish Council by Paul Turton was well received and extremely informative. Seven delegates attended and it is felt that the seminar satisfied the requirement for a training session highlighted by the Annual H&S audit conducted by Worknest. In addition, Paul Turton has agreed to conduct a mock evacuation session involving the Mersey wave Choir to satisfy another requirement of the audit

Basic Life Support Training - It was Noted that this training for Hall users, Councillors, residents and stakeholders will take place on two occasions

- a. on Friday 31st July at 4.00pm in Hale Village Hall**
- b. on Saturday 22nd August at 9.00am in Hale Village Hall**

- 8. Concerns Raised by Cllr Trevaskis** – It was agreed to include the concerns regarding the training organised by The Clerk in the Agenda for discussion at the full Parish Council meeting on 20th July 2026
- 9. Cupboards** – It was noted that the equipment supplied to the Village Hall by an ex-councillor is much appreciated and will be used for the benefit of the Village Hall users. However, due to the restriction on the amount of storage room available there must be a restriction on what items can be accepted in future.

It was agreed that the next Village Hall Management Meeting will take place on 14th September 2026 at 7.30pm at Hale Village Hall