

## Penistone Town Council

Minutes of the Ordinary Town Council Meeting held via Zoom due to extenuating circumstances on Monday 17<sup>th</sup> January 2022 2021 at 7.00 p.m.

**Present: The Mayor Cllr A. Millner in the Chair, Deputy Mayor Cllr G. Millner and Councillors Barraclough, Chadburn, Cutts, Hayton, Kimberley, Perkins, Rusby, Shiggins, Trotman, Unsworth, Walker and Wood.**

Also present

T. Ball – Town Clerk

There were no members of the public present.

All financial matters and legal decisions were deferred until the precept meeting to be held on Monday 24<sup>th</sup> January 2022.

### **2021/103 1. TO NOTE ANY APOLOGIES AND APPROVE REASONS FOR ABSENCE**

Apologies were received from Cllr Hinchliff with reasons for absence approved.

Cllr Kitching B.M.B.C. had also sent in her apologies.

### **2021/104 2. DECLARATIONS OF PERSONAL OR PREJUDICIAL INTEREST FROM COUNCILLORS**

In accordance with Section 31 of the Local Government Act 2011, the Chair invited declarations of interest.

2.1 In accordance with Section 31 of the Localism Act 2011 members to declare any disposable pecuniary interests in items on this agenda.

In accordance with Section 31 of the Local Government Act 2011, the Chair invited declarations of interest.

It was **NOTED** and **RECORDED** that there were no declarations of personal or prejudicial interest.

2.2 The Town Clerk to report any written dispensations in respect of items on this agenda.

The Clerk reported that there were none.

**2021/105 3. EXCLUSION OF THE PRESS AND PUBLIC – PUBLIC BODIES (ADMISSION TO MEETINGS ACT) 1960.**

There were no items for the exclusion of public and press to be discussed.

**2021/106 4. TO CONFIRM THE MINUTES OF THE FOLLOWING MEETINGS, (CIRC. HEREWITH) AS A TRUE AND CORRECT RECORD**

4.1 Town Council Meeting held on 20<sup>th</sup> December 2021.

It was **AGREED** that this item was to be deferred and added to the agenda for the Precept meeting to be held on Monday 24<sup>th</sup> January 2022.

4.2 Planning Meeting held on 20<sup>th</sup> December 2021.

Moved by Cllr G. Millner, Seconded by Cllr Rusby and **RESOLVED** they were a true record.

4.3 Leisure, Amenities and Town Services committee meeting 15<sup>th</sup> December 2021.

Moved by Cllr Barraclough, Seconded by Cllr Cutts and **RESOLVED** they were a true record.

4.4 Finance and HR committee meeting 15<sup>th</sup> December 2021.

Moved by Cllr Barraclough, Seconded by Cllr Shiggins and **RESOLVED** they were a true record.

**2021/107 5. TO RECEIVE ANY REPORTS FROM ELECTED MEMBERS OF BARNESLEY M.B.C.**

Cllr Kitching had emailed her report to the Clerk in the evening prior to the meeting. The Clerk had subsequently circulated the report to the Council the following day and duly thanked Cllr Kitching for her report on behalf of the Council.

**2021/107 6. TO RECEIVE A REPORT FROM DEANNE COOPER SOUTH YORKSHIRE POLICE.**

The Clerk advised that no reports had been received in this matter but she had established a further contact Sargent Goodison and was currently in the process of liaising with him.

**2021/108 7. TO RECEIVE AN UPDATE FROM THE TRAFFIC WORKING GROUP.**

Councillor Shiggins reported that the H bar works had now been completed the top of Green Road. But the signage as yet had to be installed.

Cllr Shiggins noted that he had also liaised with parties around the Thurgoland School area in implementing safety measures.

**2021/109 8. TO DISCUSS ANY ITEMS OF CORRESPONDENCE (CIRCULATED WHERE APPROPRIATE)**

The following items of correspondence which had been circulated prior to the meeting by email, were received and noted:

- 8.1 White Rose Weekly Bulletin - YLCA - 17 December 2021
- 8.2 White Rose - Law and Governance Bulletin - 23rd December 2021
- 8.3 Queens Platinum Jubilee - YLCA
- 8.4 White Rose Weekly Bulletin - YLCA - 7th January 2022

All items of correspondence were duly **NOTED**.

8.3 The Town Mayor reported that the beacon lighting in relation to the correspondence received is scheduled for the 2<sup>nd</sup> June at 9.45 p.m. and recommended that the Council register this as an event.

It was **AGREED** that a Leisure, Amenities and Town Services Committee Meeting is to be arranged to plan the event, with Cllr Cutts overseeing the organisation with support from Cllr Shiggins and Cllr G. Millner.

**2021/110 9. TO APPROVE THE FOLLOWING ITEMS OF EXPENDITURE (CIRC. WHERE APPROPRIATE)**

9.1 Bank reconciliation for the month ending 31<sup>st</sup> December 2021.

This item was deferred until the 24<sup>th</sup> January 2022.

**2021/111 10. FINANCIAL MATTERS AND GOVERNANCE**

The below items were deferred until the 24<sup>th</sup> January 2022.

- 10.1 To approve the Town Council's investment accounts and policy 2022.
- 10.2 To consider the Paramount annual legionaries water monitoring quotation – Facility Maintenance Solutions Ltd.
- 10.3 To approve the revised financial risk assessment and risk management document 2022/2023.

## **2021/112 11. TO RECEIVE A REPORT ON THE PARAMOUNT – CLLR CUTTS**

Cllr Cutts reported that due to the Paramount Manager being on annual leave, no report had been received and that the Clerk had conducted a telephone conversation with him to receive a verbal update.

Cllr Cutts presented a verbal report to the Council.

He reported that the New Year hadn't been as busy as the paramount manager had hoped with regards to trading, possibly exacerbated by the announcements from Government prior to Christmas. He further reported that the paramount manager and the finance officer had recently corresponded with BFI personnel in relation to some details and were working on this.

He noted that the clerk had been in discussions with the assistant manager in relation to recruitment of a replacement duty manager, and is supporting her in developing recruitment processes and implementing templates. A meeting is to be arranged upon the paramount manager's return to discuss. He concluded to report that the paramount manager's appraisal had been completed by the Clerk and that the paramount manager was currently reviewing replacement computer costs in line with the business plan.

Cllr Cutts advised that an additional cleaner was required as part of staffing at the paramount.

It was **AGREED** that an additional cleaner is to be employed to meet the needs of the business.

## **2021/113 12. TO RECEIVE A REPORT ON THE COMMUNITY CENTRE – TOWN CLERK**

The Clerk reported that there had been a few cancellations on bookings prior to Christmas and the first week back in the New Year, but additional new enquires had been made. She advised that the current sum of income received at the date of reporting was £16,260, which is in line with the revised forecasts and will possibly exceed this. She noted that the cooker had been serviced within the community centre and was advised that this was in full working order, to which a further enhanced clean will be arranged.

The Clerk reported that she had established contact with Sargent Goodison at Kendray police station, who was to pass on her concerns to the neighbourhoods/design team to arrange a visit to come out and discuss ways of improving in preventing vandalism around the community centre and area.

Cllr Unsworth noted that the police are currently stretched with their resources, but to continue liaising with them in order to indicate the Council's zero tolerance on anti-social behaviour around the area.

Cllr Shiggins noted that the Council should continue on developing working relationships within the community and work in collaboration with vested parties.

## Principal Towns Update

The Mayor reported that he had attended a meeting with the Mayor Elect, Cllr Perkins and the Town Clerk via team's arranged via B.M.B.C in relation to the principal towns initiative where it had been discussed on the possibility of funding to install CCTV around the Penistone Town Centre.

Cllr Shiggins reported that phase one of the initiative was being implemented, and that phase 2 as yet is not defined, this being a new stage of funding.

Cllr Rusby noted that there should be a public consultation with the public on how and what the funds are to be distributed.

The Clerk advised that B.M.B.C had requested the approval of the Town Council to install sheep seats outside the community centre, opposite the entrance to the trans pennine trail.

Cllr Unsworth requested a breakdown of the costs incurred and a plan of the siting of the sheep seats, and that this is presented at Full Council by B.M.B.C in February.

Moved by Cllr Rusby, Seconded by Cllr G.Millner and **RESOLVED** that the Council at the current time are unwilling to give a decision or approval for the installation of the sheep seats within the community centre until a breakdown of costs, and the placing of the sheep have been presented to Full Council by B.M.B.C in February.

## 2021/114 13. CLERKS ITEMS

13.1 To approve Rialtas Training for Clerk and Assistant to the Clerk.

The Clerk reported that as part of continued professional development and to ensure the continuity of the councils operations that it is essential that the Clerk and the Assistant to the Clerk attend Rialtas financial software training

Moved by Cllr G.Millner, Seconded by Cllr Wood and it was **RESOLVED** that the Clerk and the Assistant to the Clerk should attend sales, purchase and cashbook training at £200 plus VAT and the Clerk is to attend in addition management accounts training at £200 plus VAT.

## 2021/115 14. COUNCILLOR'S ITEMS

14.1 To discuss the SID project – Cllr D Walker.

Cllr Walker reported that Oxspring Parish Council had taken the decision to purchase their own SID and were not looking to work in partnership in the matter. Cllr Walker noted that if the Town Council are to purchase a SID they are to consider suitable locations.

The Clerk had circulated the quotes prior to the meeting to the Council and advised that there are a number of obligations to be met as part of the project, to which the implementation had already been instigated.

Cllr Kimberley suggested that locations of the siting of the device be researched.

The Town Mayor recommended that the traffic working group are to research possible siting of the device around the Town Council area.

Moved by Cllr Wood, Seconded by Cllr Cutts and **RESOLVED** that Cllr Walker is to take the lead in the research of the siting of the speed indicator device and work in conjunction with the traffic working group.

**14.2** To discuss the Falkland's 40<sup>th</sup> Anniversary – Cllr A.Millner.

Cllr A. Millner proposed that some form of activity is to be arranged to commemorate the Falklands 40<sup>th</sup> Anniversary in June.

Moved by Cllr Perkins, Seconded by Cllr Wood and **RESOLVED** that the Town Council are to arrange for a commemorative activity for the Falklands 40<sup>th</sup> Anniversary in June.

**2021/116 15. TO CONFIRM THE DATE AND TIME OF THE NEXT ORDINARY MEETING.**

It was **AGREED** that the next full council meeting is to be held on Monday 21<sup>st</sup> February 2022.

Signed by.....Town Mayor 21<sup>st</sup> February 2022