

PENISTONE TOWN COUNCIL

Keith Coulton MIIMC MSLCC Town Clerk
St. Johns Community Centre
Church Street
Penistone
S36 6AR
Email info@penistonetowncouncil.gov.uk

Minutes of the meeting of the Finance and General Purposes Committee held in the I.T. Room St. Johns Community Centre on September 25th at 7.00pm

Present: The Town Mayor Cllr. Mrs. Millner (In the Chair) Cllrs. Hinchliff, Mrs. Hinchliff, Millner, Saunders, Unsworth, and Cutts.

Also present the **Town Clerk, K. Coulton** and **Finance Officer A. Hart**

1. Apologies for absence. Cllrs. Kimberley, Hayler, and Shiggins.
RESOLVED the apologies were accepted

2. Declarations of personal or prejudicial interest
Cllr. Cutts (Item 3 staff appraisals)

3. Staff Appraisals
The **Town Mayor Cllr. Mrs. Millner** stated that with Cllrs Hinchliff and Saunders she had carried out the office staff appraisals recently.

4. Level of reserves and recommended projects
The Finance Officer stated the current level of earmarked reserves and recommended projects within the Paramount. Additional projects were also discussed including landscaping within the Community Centre parameter, cleaning the blocked gullies in the Community Centre car park and refurbishing the tables, chairs and lectern in the Council Chamber. It was recommended these projects be carried out subject to costs etc.

5. Paramount Cleaning.
It was agreed to defer this item as quotes for this matter from Cleaning Companies had not yet been returned

6. Noticeboard Renewal
Following a brief discussion it was recommended (subject to ratification) to renew the noticeboards like for like on the High Street and St Johns Community Centre.

7. Purchase and installation of a bell bollard outside the public toilets Shrewsbury Road
The Town Clerk referred to the continuous damage to the building by vehicles and following discussions with Barnsley MBC as Highway Authority it had been agreed that the provision of a bell bollard on the corner would prevent any further damage.
Barnsley MBC as Highway Authority would carry out the work at a cost of £2,634.71, on a rechargeable basis to the Town Council. Members present recommended the work be carried out.

Signed.....Mayor 15/10/18

8. Website Redesign

The existing site was built 7 years ago and is now old and the site has now doubled in size since 2011 both in terms of physical content and sections within the site

The aim is to update, modernise and generally improve the current PTC Website, cater for mobile devices, improve navigation and produce an overall better user experience and help improve PTC’s local profile with the addition of news items in conjunction with limited social media use.

Admin staff should be able to edit the site directly, mobile friendly, new and revised content, removal of some sections and overall streamlining of the site.

Members present recommended this work be carried out with the addition of a Facebook page which would provide information but users wouldn’t be allowed to post their views, and adoption of a new logo

This work would be carried out by the current website manager at a cost of £2,500.00

9. Date and Time of the next meeting

To be arranged

Signed.....Mayor 15/10/18

