

## Penistone Town Council

Minutes of the Ordinary Town Council Meeting held remotely on  
Monday 19<sup>th</sup> October 2020 at 7.00 p.m.

**Present: The Deputy Mayor Cllr G. Millner in the Chair and Councillors Barraclough, Bradbury, Chadburn, Cutts, A. Millner, Perkins, Rusby, and Wood.**

Also present

T. Ball – Town Clerk

Cllr D. Greenhough - BMBC

2 members of the public and press were present.

Prior to the meeting the Mayor allowed ten minutes of public participation.

A representative from Penistone Round Table asked The Council what their plans where for the annual Christmas light switch on, Christmas market and Santa sleigh. The Penistone Round table were planning to still travel around the village but to not stop and knock on doors.

Deputy Mayor Cllr Millner informed the representative that the Mayor normally organizes the event but due to COVID restrictions this year there had been no preparations.

The Town Clerk advised that due to the current COVID restrictions that no organised events should proceed.

A provisional date of Saturday 28<sup>th</sup> November at 4 p.m. was discussed for the Christmas Light switch on.

Cllr Chadburn suggested that as there is to be no official remembrance service due to COVID restrictions this year with no public attendance, that members of the public to commemorate this event by standing on their doorsteps on Sunday 8<sup>th</sup> November at 11 a.m. for a minute of silence.

### **2020/67 1. TO RECEIVE ANY APOLOGIES AND REASONS FOR ABSENCE**

Apologies and reasons for absence were received from The Town Mayor Cllr Webber and Councillors Hinchliff and Kimberley.

It was **RESOLVED** that the apologies and reasons for absence be accepted and recorded.

Signed by.....Town Mayor 16<sup>th</sup> November 2020

**2020/68 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.

Cllr Cutts had informed the Town Clerk of an interest in agenda item 4.3 due to personal relations and would abstain from voting.

Cllrs G and A Millner informed the Town Clerk of an interest in agenda item number 8.3 and 8.4 due to being representatives in the groups and would abstain from voting.

It was **NOTED** and **RECORDED** that the above declarations of interest be accepted.

**2020/69 3. EXCLUSION OF THE PRESS AND PUBLIC – PUBLIC BODIES (ADMISSION TO MEETINGS ACT) 1960**

Moved by Cllr Rusby, Seconded by Cllr Barraclough and **RESOLVED** that pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act, 1960 the press and public be excluded for item 8.4,11.1 and 11.2 and to be moved to the end of the agenda for discussion.

**2020/70 4. APPROVAL OF MINUTES**

The Minutes of the following meetings were submitted for approval:

4.1 The Town Council meeting held on 21<sup>st</sup> September 2020.

Moved by Cllr A Millner, Seconded by Cllr Unsworth and **RESOLVED** they were a true record

4.2 The Planning Committee held on 21<sup>st</sup> September 2020.

Moved by Cllr Unsworth Seconded by Cllr Rusby and **RESOLVED** they were a true record.

4.3 Finance and General Purposes Meeting 12<sup>th</sup> October 2020

Moved by Cllr Bradbury and Seconded by Cllr Cutts and **RESOLVED** that the amendment and addition to the draft minutes under agenda item F & G P 2020/11 to state 'this is to be reviewed in December 2020 and that they were a true record.

Signed by..... Town Mayor 16th November 2020

**2020/71 5. REPORTS FROM ELECTED MEMBERS OF BARNSELY M.B.C.**

Cllr Greenhough reported that due to increasing numbers of COVID cases that Barnsley M.B.C are on the cusp of moving into tier 3 and that the remembrance service to be held will be a laying of the wreath with no public event. He would encourage doorstep attendance as noted by Cllr Chadburn.

Cllr A Millner asked Cllr Greenhough if he could update The Council on the current position in regards to the Millhouse Green speed restriction. Cllr Greenhough reported that there had been no cooperation or engagement from the highways department. Cllr Kitching had also chased the matter.

Cllr A Millner asked Cllr Greenhough if he had any up to date information on The Principal Towns Initiative. Cllr Greenhough reported that it was slowly making progress and the latest schedule of works had been considered to identify if these works would be possible.

**2020/72 6. CORRESPONDENCE**

The following items of correspondence were received and noted with comments:

**6.1** Green area around Penistone Town Football Club via member of the public – sent via Email 24/09/2020

Cllr A Millner reported that this has been a long term issue and Cllr Greenhough had prior knowledge. The Town Clerk asked if Cllr Greenhough would pursue the matter with the member of the public.

Cllr Greenhough **NOTED** that he would proceed with the enquiry

**6.2** White rose Update – sent via Email 05/10/2020

**6.3** Green area around Penistone Town Football Club via member of public with Clerk’s response – sent via Email 06/10/2020

**6.4** Rural Market Towns Group – sent via Email 07/10/2020

Moved by Cllr A Millner and Seconded by Cllr Unsworth and **RESOLVED** that the Town Clerk to subscribe to The Rural Market Towns Group for the free subscription period.

**6.5** Penistone Country Market – sent via Email 08/10/2020

Signed by..... Town Mayor 16th November 2020

**2020/73 7. APPROVAL OF EXPENDITURE ITEMS**

7.1 General Account

£56,733.79

Moved by Cllr A Millner, Seconded by Cllr Barraclough and **RESOLVED** the above account be approved and noted.

7.2 Paramount Account

£24,382.99

Moved by Cllr A Millner, Seconded by Cllr Barraclough and **RESOLVED** the above account be approved and noted.

7.3 Payment to be made Paramount

£33,864.03

Moved by Cllr Rusby, Seconded by Cllr Barraclough and **RESOLVED** the above account be approved and payments to be made.

7.4 Bank reconciliation for the month ending 30<sup>th</sup> September 2020

Moved by Cllr A Millner, Seconded by Cllr Cutts and **RESOLVED** the bank reconciliation be approved and noted.

7.5 Review of the management accounts for the month ending 30<sup>th</sup> September 2020.

Moved by Cllr Unsworth, Seconded by Cllr Cutts and **RESOLVED** the review of management accounts be approved and noted.

The Town Clerk reported that income against projected budgets for The Paramount and The Community Centre were well below forecast due to closure of premises and COVID restrictions.

**2020/74 8. FINANCIAL MATTERS**

8.1 To approve authorisation of bank payments in between meetings for the financial year 2020/21.

Signed by..... Town Mayor 16th November 2020

Moved by Cllr A Millner, Seconded by Cllr Unsworth and **RESOLVED** that bank payments are authorised to be made via email resolution requests for the financial year 2020/21 by 1/3 of The Council.

8.2 To consider payment of Clerk's CILCA registration at £410.

A vote was taken and it was unanimous that The Clerk is to enroll for CILCA registration with associated training costs.

8.3 To consider financial grant expenditure reports from Penistone Round Table 2020/21.

Moved by Cllr Wood, Seconded by Cllr Barraclough and **RESOLVED** that the financial grant expenditure reports be approved and noted and that the residual balances to be carried forward into the financial year 2021/22.

**2020/75 9. REPORT ON THE PARAMOUNT.**

The Council **NOTED** receipt of the written report from the Paramount Manager.

Cllr Cutts reported that the live event on Friday 16<sup>th</sup> October The Last laugh Comedy, had been rescheduled to Friday 6<sup>th</sup> November due to COVID restrictions after moving into Tier 2.

Cllr Cutts advised that he had attended a recent staff meeting and an additional meeting with The Cinema Manager and The Town Clerk.

Cllr Cutts requested that a letter of thanks to be sent to The Paramount to all staff for their hard work.

Moved by Cllr A Millner, Seconded by Cllr Rusby that a letter and **RESOLVED** that a letter of thanks to be draft by the Town Clerk on behalf of The Council.

**2020/76 10. REPORT ON COMMUNITY CENTRE**

The Town Clerk requested that the office opening hours are reviewed on a weekly basis due to frequent changes in COVID restrictions, staff annual leave and a staff member working from home as a temporary measure. The week commencing 26<sup>th</sup> October the office is to be open from 10 a.m. until 2 p.m. Monday to Friday due to staff annual leave.

It was **NOTED** and **RECORDED** that The Town Clerk to be given authority to manage the Council Office opening hours at her discretion.

Signed by..... Town Mayor 16th November 2020

The Town Clerk reported that there were still a few groups renting the facilities in the Community Centre but were still not operating at full capacity due to restrictions with COVID.

The Town Clerk advised the Council that she had now completed her Fire Marshall training and that the Administration Officer and two caretakers were also in the process of completing the course.

The additional quotations for the fire alarm were in the process of being created by two further contractors.

It was agreed that two new filing cabinets are to be purchased for the storage of sensitive documents.

Moved by Cllr Rusby, Seconded by Cllr A Millner and **RESOLVED** that two new filing cabinets are to be purchased for the Town Council Office.

## **2020/77 12. Councillor's Items**

12.1 To discuss additional parking to the rear of the Tesco at Penistone in respect of the new planned housing development – Cllr Bradbury

Cllr Bradbury reported that with the planned new housing development parking would be restricted in the Penistone area and that additional parking is to be considered to the rear of the Tesco Penistone.

Cllr A Millner reported that the area around the Penistone Showground cannot be used for car parking as it is a Queen Elizabeth II field and is a secure greenspace. He advised that Laird's Way would possibly be a suitable parking area for BMBC to target.

It was **NOTED** and **RECORDED** that Cllr Bradbury requested Cllr Greenhough to approach BMBC to enquire if there are any designated planned parking areas within Penistone.

12.2 To discuss anti-social behaviour in Park Avenue, Shelter – Cllr Bradbury

Cllr Bradbury reported to The Council that she had recently incurred anti-social behaviour around the shelter at the Park Avenue play area which has recently been renovated.

Cllr Greenhough advised that there are regular police patrols within this area and he would ask South Yorkshire Police to increase the patrols.

Cllr Wood suggested that the shelter be rehomed and moved to the skate park.

It was **NOTED** and **RECORDED** that **Cllr Greenhough is to approach BMBC to consider moving the shelter and to report** back to Penistone Town Council in this matter.

Signed by..... Town Mayor 16th November 2020

**2020/78 13. DATE AND TIME OF THE NEXT ORDINARY TOWN COUNCIL MEETING**

It was agreed that the next meeting should be on Monday 16<sup>th</sup> November 2020 at 7.00pm.

**2020/79** 8.4 Councillors considered a request for financial assistance from Penistone Scout Group.

Moved by Cllr Rusby, Seconded by Cllr Unsworth and **RESOLVED** that the Town Council gives a grant of £500.00 under LGA 1976 s19 (3) as requested and authorises payment by internet banking as at 19.10.2020.

**2020/80 11. CLERKS ITEMS**

11.1 To confirm as defined by LGA 1972 s (85) attendance of Town Councillor.

In line with legislation of LGA 1972 s (85) a Councillor becomes automatically disqualified after 6 months of non-attendance at Council or Committee Meetings. Cllr Marsh last attended on the 17<sup>th</sup> February 2020, therefore he is no longer a Penistone Town Councillor in the Hoylandswaine Ward. A casual vacancy has now become available and will be advertised as soon as possible.

The Town Council would like to thank Cllr Marsh for his years of service and the works that he completed in his area.

It was **NOTED** and **RECORDED** that the Town Mayor is to send a letter of thanks to S Marsh for his long term service.

11.2 To discuss commemoration of former Town Mayor.

The Town Clerk reported that a member of the public had contacted Penistone Town Council to discuss the recognition of a former Town Mayor's long term works within the area.

The Council **NOTED** and **RECORDED** that a further meeting is to be arranged between the Town Clerk and the member of the public to discuss a number of suggestions and that they would be happy to support the idea in principle.

Signed by..... Town Mayor 16th November 2020