

## Penistone Town Council

Minutes of the Ordinary Town Council Meeting held remotely on  
Monday 16<sup>th</sup> November 2020 at 7.00 p.m.

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

**The Town Mayor was present from 7.00 p.m. until 7.15 p.m. until he gave his formal resignation.**

**Cllr Bradbury attended at 7.10 p.m.**

Also present

T. Ball – Town Clerk

Cllr D. Greenhough – BMBC

Cllr H Kitching

Cllr J Wilson

1 member of the press was present.

The Town Mayor requested that standing orders were suspended.

The Town Mayor reported that Cllr Steve Marsh was disqualified 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 been advertised. Cllr Webber reported that a letter of thanks had been sent to Steve Marsh for his many years of work and commitment to the Town Council.

Cllr Steve Webber proceeded to formally hand in his resignation as Town Mayor to the Council and confirmed that he was leaving Penistone Town Council due to the fact that he was relocating to Greece. Cllr Webber offered his thanks to everyone that had been involved with Penistone Town Council and he wishes them well for the future. He reported that the Penistone Town Council had a good management team and structure in place.

S Webber requested that a cheque be sent from the Mayor's Charity to BIADS for £1445.

The Deputy Mayor Cllr G Millner offered her thanks for all his efforts over the years and that it had been a difficult year for him as Town Mayor.

A letter of thanks is to be drafted from Penistone Town Council and on behalf of all the Borough Councillors.

It was **NOTED** and **RECORDED** that the Town Mayor's resignation be accepted and that a letter of thanks is to be sent from the PTC offices.

Signed by.....Town Mayor 21st December 2020

As there was no public present there was no public participation.

**2020/81 1. TO NOTE ANY APOLOGIES AND APPROVE REASONS FOR ABSENCE**

Apologies were received from Cllr W Chadburn and Kimberley with reasons for absence approved. Cllr Bradbury had given her apologies prior to the meeting for late attendance.

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

**2020/82 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.

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

**2020/83 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.

**2020/84 4. APPROVAL OF MINUTES**

The Minutes of the following meetings were submitted for approval:

4.1 The Town Council meeting held on 19<sup>th</sup> October 2020.

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

4.2 The Planning Committee held on 19<sup>th</sup> October 2020.

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

4.3 Finance and General Purposes Meeting 9<sup>th</sup> November 2020

Moved by Cllr Bradbury and Seconded by Cllr Cutts and **RESOLVED** that they were a true record.

Signed by.....Town Mayor 21<sup>st</sup> December 2020

**2020/85 5. REPORTS FROM ELECTED MEMBERS OF BARNSELY M.B.C.**

Cllr H Kitching presented her verbal report to the Council. She reported that B.M.B.C business was proceeding as normal.

Cllr Kitching advised that a planning application had been approved in the past for 21 dwellings within Thurlstone, and that she has submitted her objections for the new application at New Smithy Avenue. She confirmed that no view has been received as yet from the Planning Officer.

Cllr J Wilson reported that the Ward Alliance is still live and funds are still available for organisations that are struggling due to Covid. He informed the Council that the A628 works will commence shortly with the installation of a new gate when bad weather occurs.

Cllr D Greenhough reported that as part of the Principal Town’s Initiative, art work is due to be installed around the Penistone Town Council area. Tenders have also gone out for the Town Hall and additional works.

Cllr Greenhough advised that he has given a 7 day response period to Cllr Kitching and 2 other councilors to reach an agreement for the removal of the shelter within the skate park.

Cllr Bradbury requested that Cllr Greenhough maintains lobbying for additional parking within Penistone.

It was **NOTED** and **RECORDED** that Cllr Bradbury requested Cllr Greenhough to maintain lobbying for parking around Penistone.

Cllr A Millner reported that he had spoken to the Yorkshire Building Society and they had informed him that it had declined in use over a period of time and that they had decided to close it as it’s usage was not deemed as a Bank but a Building Society. The Yorkshire Building Society are currently researching the option of setting up an agency.

Cllr Cutts requested B.M.B.C Councillors if they could look into the matter of blocked gulleys around the Penistone Town Council area and if they could be cleared. Cllr Kitching requested that a list of the areas and problems be emailed to her from Cllr Cutts.

It was **NOTED** and **RECORDED** that Cllr Cutts is to email Cllr Kitching with a list of areas with blocked gulleys.

**2020/86 6. CORRESPONDENCE**

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

**6.1** White Rose Update – sent via Email 13/10/2020.c – sent via Email 24/09/2020

**6.2** Conduct consultations for committee standards – sent via Email 16/11/2020

Signed by.....Town Mayor 21<sup>st</sup> December 2020

### 6.3 Motorbikes in Penistone cemetery – sent via Email 03/11/2020

The Town Clerk reported that she had responded to the member of the public for the reported incident within Penistone cemetery. She had informed them that the matter had been sent into the Penistone Police Station and to also report any further occurrences to 101 or via the SYP website.

Cllr H Kitching also advised that she had also reported the incident to the Cemeteries Officers.

## 2020/87 7. APPROVAL OF EXPENDITURE ITEMS

### 7.1 General Account

£11,279.00

Moved by Cllr Unsworth, Seconded by Cllr Hinchliff and **RESOLVED** the above account be approved and noted.

Cllr Wood requested expenditure reports for the following -:

Mayoral allowance

Credit card transactions £698.05

Domain name renewal £258.00

### 7.2 Paramount Account

£55,221.82

Moved by Cllr Cutts, Seconded by Cllr Trotman and **RESOLVED** the above account be approved and noted.

Cllr Wood requested expenditure reports for the following -:

Credit card transactions £1028.08

Film charges for Trafalgar Leasing £1145.72

### 7.3 Payments to be made Paramount

Nil.

### 7.4 Bank reconciliation for the month ending 31<sup>st</sup> October 2020

Moved by Cllr Rusby, Seconded by Cllr Barraclough and **RESOLVED** the bank reconciliation be approved and noted.

Signed by.....Town Mayor 21st December 2020

7.5 Review of the management accounts for the month ending 31<sup>st</sup> October 2020.

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

## **2020/88 8. FINANCIAL MATTERS**

8.1 To approve signatory changes to bank mandates.

PTC General Account to remove Keith Coulton, Cllr David Wood and to add Tara Ball the Town Clerk to the bank mandate.

Paramount to remove Keith Coulton, Cllr David Wood and to add Tara Ball the Town Clerk to the bank mandate.

Mayor's Charity Account to remove Keith Coulton add Tara Ball the Town Clerk to the bank mandate.

Moved by Cllr Unsworth, Seconded by Cllr Rusby and **RESOLVED** that the above signatories be removed and the Town Clerk Tara Ball is to be added.

8.2 To approve the annual combined insurance renewal and public liability for The Paramount for 2020/21.

Cllr Wood requested that the Town Clerk is to approach the Paramount Manager to forward plan in the future for forth coming insurance renewals.

The broker quotes are to be obtained for the insurance premium renewal and to be sent to The Council.

Cllr Wood proposed that the insurance for the Paramount is to be renewed for one month to allow for the additional quotes to be received.

Cllr Unsworth proposed a motion to approve the renewal of the annual insurance for the paramount for 2020/21

A vote was taken with the majority vote having **RESOLVED** that the annual renewal of The Paramount insurance be taken out through brokers JMGlendinning with Covea.

## **2020/89 9. REPORT ON THE PARAMOUNT.**

The Council **NOTED** receipt of the verbal report from Cllr Cutts.

Cllr Cutts reported that The Paramount is now closed due to COVID and staff have been furloughed as in line with the Finance and General Purposes meeting held on Monday 9<sup>th</sup> November 2020.

Signed by.....Town Mayor 21<sup>st</sup> December 2020

**2020/90 10. REPORT ON COMMUNITY CENTRE**

The office and community centre are closed as at 5<sup>th</sup> November until the 2<sup>nd</sup> December 2020 and will be reviewed in the next forth coming weeks in line with current legislation.

Caretakers are now on flexible furlough with the operating hours overall reduced from 40 to 20 per week, cover of the building is still in place Monday to Friday.

The public toilets are allowed to remain open and will still be maintained.

This is to be reviewed as discussed at the next F & G P meeting in 3 weeks.

Jill has now completed her fire marshall training and one of the caretakers is left to complete this.

The Town Clerk reported that Barnsley Elections hub had telephoned in the Morning to see about the possibility of being a Covid vaccination hub.

To confirm Christmas office closure dates being 24<sup>th</sup> December 2020 until 3<sup>rd</sup> January 2021.

The Council **NOTED** and **RECORDED** that the office is to be closed for the above Christmas period.

The Deputy Mayor thanked the Town Clerk for her report.

**2020/91 11. Clerk's items.**

**11.1** To consider the draft operational risk assessment management document.

Moved by Cllr Cutts, Seconded by Cllr Wood and **RESOLVED** that the operational risk assessment management document be adapted.

**2020/92 12. Councillor's Items**

**12.1** To discuss Town Council Notifications – Cllr D Wood

Cllr Wood requested that all notifications for Council business be directed through Penistone Town Council Offices.

It was **NOTED** and **RECORDED** that any Council and community notifications are to be managed through PTC offices.

**12.2** To discuss the Christmas Market and Light switch on – Cllr A Millner.

Signed by..... Town Mayor 21<sup>st</sup> December 2020

Cllr A Millner reported that the Christmas Light Switch on is to not be a publicly advertised event. This has been scheduled for Saturday 5<sup>th</sup> December at 4.30 p.m. with the Mayor to attend the light switch on.

Cllr Millner requested the Council that if the Christmas Market goes ahead that has been provisionally arranged for the 12<sup>th</sup> December, the funds received for the Market are deposited into the Mayors Charity.

The Town Clerk reported that PTC insurers had confirmed that they are happy to cover the public liability of the Market but there must be risk assessments completed by each individual stall holder and that all stall holders follow COVID guidelines. Full risk assessments are required by B.M.B.C markets.

**2020/93 13. DATE AND TIME OF THE NEXT ORDINARY TOWN COUNCIL MEETING**

It was agreed that the next ordinary meeting should be on Monday 23<sup>rd</sup> November 2020 at 7.00pm. to elect a Town Mayor, and the 21<sup>st</sup> December 2020 at 7.00pm. for the scheduled ordinary Town Council meeting.

Meeting closed at 20.25

Signed by..... Town Mayor 21<sup>st</sup> December 2020