



# PENISTONE TOWN COUNCIL

ST. JOHN'S COMMUNITY CENTRE  
Church Street, Penistone, Sheffield S36 6AR  
Tel: 01226 370088/370857



Town Clerk: Tara Ball  
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## SUMMONS

14th September 2021

Dear Councillor,

You are hereby summoned to the ordinary meeting of the Town Council to be held on **Monday 20<sup>th</sup> September 2021** at 7.00 pm to be held at the Council Chamber, Town Hall, Shrewsbury Road, Penistone.

**There will be ten minutes public participation prior to the meeting.**

**PUBLIC BODIES (ADMISSION TO MEETINGS ACT) 1960** Meetings shall be open to the public unless their presence is prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons. The public's exclusion from part or all of a meeting shall be by a resolution which shall give reasons for the public's exclusion in accordance with the Public Bodies (Admission to Meetings Act) 1960.

**We would also kindly ask that you consider taking a lateral flow test in advance of attending the meeting and to consider wearing wear a face covering at your own discretion.**

Yours sincerely,

*Tara Ball*

Tara Ball  
Town Clerk and Responsible Officer

## AGENDA

1. **To receive any apologies and reasons for absence.**
2. **To receive any declarations of personal or prejudicial interests.**
  - 2.1 In accordance with Section 31 of the Localism Act 2011 members to declare any disposable pecuniary interests in items on this agenda
  - 2.2 The Town Clerk to report any written dispensations in respect of items on this agenda
- 3 **Exclusion of Press and Public - Public Bodies (Admission to Meetings Act) 1960**

To consider and resolve any agenda items that require the exclusion of the Press and Public in accordance with the Public Bodies (Admissions to Meetings) Act 1960 for matters appertaining to confidential or exempt information.
- 4 **To confirm the minutes of the following meetings, (Circ. herewith) as a true and correct record**
  - 4.1 Town Council Meeting held on 19<sup>th</sup> July 2021.

4.2 Planning Meeting held on 19<sup>th</sup> July 2021.

5 To receive any reports from Elected Members of Barnsley M.B.C.

6 To receive a report from Deanne Cooper South Yorkshire Police.

7 To receive an update from the traffic working group.

8 To discuss any items of correspondence (circulated where appropriate)

List of correspondence circulated with the Town Mayor's invitations.

9 To approve the following items of expenditure (Circ. where appropriate)

9.1 General Account       **£15,721.84**  
General Account Petty Cash **£114.30**

9.2 Paramount Account   **£73,216.24**  
Paramount Petty Cash **£99.77**

9.3 Retrospective credit card transactions   July to August 2021 - PTC **£258.47**

Retrospective credit card transactions       June to July 2021 – Paramount - **£454.58**  
July to September 2021 – Paramount - **£33.84**

9.4 Bank reconciliation for the month ending 31<sup>st</sup> August 2021.

9.5 To review management accounts for month ending 31<sup>st</sup> August 2021.

## 10 Financial Matters and Governance

10.1 To approve the External Auditors report for the period 2020/2021.

10.2 To approve budget expenditure headings review.

10.3 To approve the Gas contract renewal with British Gas for 3 years until 27<sup>th</sup> September 2024..

10.4 To approve the appointment of replacement Paramount Staff.

10.5 To approve the appointment of the Assistant to the Clerk.

10.6 To consider a request for financial assistance from Hoylandswaine Village Hall – Tiny Tunes - £400.00.

10.7 To consider the quotation for the public toilet door replacement.

11 To receive a report on the Paramount – Cllr Cutts

12 To receive a report on the Community Centre – Town Clerk

## 13 Clerks Items

13.1 To discuss the Remembrance Service Sunday 14<sup>th</sup> November 2021.

13.2 To consider the Christmas Light switch on Saturday 4<sup>th</sup> December 2021.

13.3 To consider renewal of the Rural Market Town Membership September 2021.

13.4 To consider Chairman skills training for the Mayor elect.

## 14 Councillor's Items

14.1 To consider the review of policies and procedures – Cllr Kimberley.

14.2 To discuss the Stottercliffe Cemetery memorial – Cllr Chadburn.

15 To confirm the date and time of the next ordinary meeting.

Finance and HR meeting Wednesday 6<sup>th</sup> October 7 p.m. at St Johns Community Centre.

Ordinary Monday 18<sup>th</sup> October 7.00 p.m. with Council annual photograph to be taken prior to meeting.