

Penistone Town Council

Minutes of the meeting of the Finance and HR Committee held in the Bar Room, St John's Community Centre on Thursday 15 September 2022 at 7.00pm

PRESENT Councillor Kimberley in the Chair, Cllr Barraclough (Vice Chair), and Cllrs Cutts, Hayton, Hinchliff, G Millner, Cllr Shiggins

Due to only the Chair and Vice Chair of the Committee being present the Committee was not quorate. Therefore no items could be formally resolved.

A Hart – Interim Town Clerk
A Fleetwood – Finance Officer

COMMITTEE MEMBERSHIP

Cllr Kimberley (Chair), Cllr G. Millner (Vice Chair), Cllr Chadburn, Cllr Perkins, Cllr Wood and Cllr A Millner (ex-officio) and Cllr Shiggins (ex-officio)

There were no members of the public in attendance.

FHR 2022/12 1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs a Millner and Perkins

FHR 2022/13 2. DECLARATIONS OF PERSONAL OR PREJUDICIAL INTEREST FROM COUNCILLORS

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

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

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

The Interim Town Clerk reported that there were none.

FHR 2022/14 3. EXCLUSION OF PRESS AND PUBLIC – PUBLIC BODIES (ADMSSIONS TO MEETINGS ACT 1960) S. 1 (2)

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 the 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.

As there were no members of the public and press present there were no items to be excluded.

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FHR 2022/15 4. TO DISCUSS STAFFING AND ORGANISATIONAL STRUCTURE

Cllr Kimberley reported that the Council Structure Plan has been updated and an amended copy will be circulated with the papers for the September meeting.

FHR 2022/16 5. TO DISCUSS THE REVIEW OF THE GRIEVANCE POLICY

Review of the policy was due in July 2022. Cllr Kimberley stated that this will be delayed until the new Clerk is in situ.

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FHR 2022/18 7. TO REVIEW MANAGEMENT REPORTS

Cllr Shiggins thanked the Interim Town Clerk and the Finance Officer for their support and further to the Interim Town Clerk to agreeing to be available to help with budget preparation for the precept.

The Finance Officer then took those present through the financial position with the figures being shown in a new format.

FHR 2022/19 8. TO DISCUSS REPLACEMENT OF THE COMMUNITY CENTRE BOILER

The Interim Town Clerk reported that three companies had been asked to submit proposals and ball part estimates for this and had made inspections. So far no responses had been received.

It was agreed that the old container, which blocks access to the boiler room, should be scrapped. It is not a council asset and the Round Table no longer use it for storage. The clerk to action this.

FHR 2022/20 9. TO DISCUSS RENEWAL OF THE PRINTER LEASES

Quotation for renewing the printer leases for the Council and the Cinema have been obtained from A G Group Ltd. These show a reduction of the previous costs for two new machines with better performance. It was agreed to accept this quotation

FHR 2022/21 10. TO DISCUSS ANNUAL WATER TESTING AT COUNCIL PREMISES

It was agreed that this should be done but that the Interim Town Clerk should seek a local company if possible.

FHR 2022/22 11. TO DISCUSS REFURBISHMENT OF THE MAYORAL CHAIN

The Interim Town Clerk appraised those present of the estimate received from Fattorini's for the replacement of a seven link section only, no cost had been given for the labour involved to do this. After some discussion it was agreed to ask for costs for replacing two seven link sections, to obtain an updated valuation for insurance purposes and to clarify a time scale for these actions.

FHR 2022/22 12. ANY OTHER BUSINESS

12.1 Cllr Cutts asked, on behalf of the Archive Group, if any decision was to be made about progressing the planned extension. No decision is imminent but discussions are ongoing with the Archive Group

12.2 Cllr Shiggins gave an update on the progress in regard to the Principal Towns Initiative. There are proposals for a small screen room in the Town Hall and projected costs for this are needed by BMBC. There is a further meeting in 2 – 3 weeks.

12.3 It was agreed to ask the Cinema Manager to get quotations for improvement to the Bar

Signed.....26th September 2022