

Penistone Town Council

Minutes of the Ordinary Town Council Meeting held at the Town Hall, Shrewsbury Road,
Penistone on
Monday 19th June 2023 at 7.00 p.m.

Present: Mayor M. Lowe-Flelo in the Chair, Cllr. R. Blackshaw, Cllr. W. Chadburn, Cllr. L. Cork, Cllr. L. Crisp, Cllr. J. Cutts, Cllr. C. Dodson, Cllr. D. Greenhough, Cllr A. Kimberley, Cllr. H. Kitching, Cllr J. Kitching, Cllr. F. Nixon, Cllr. J. Palmer, Cllr. N. Perkins, Cllr. D. Walker

Also present

N. Bailey Town Clerk
A. Fleetwood, Finance Officer
E. Miller Assistant Town Clerk

There were no members of the public present.

2023/14 1. TO NOTE ANY APOLOGIES AND APPROVE REASONS FOR ABSENCE

There were no apologies.

2023/15 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.

In accordance with Section 31 of the Local Government Act 2011, the Chair invited declarations of interest.

There were no declarations of interest.

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

The Town Clerk reported that there were no written dispensations.

2023/16 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.

**2023/17 4.TO CONFIRM THE MINUTES OF THE FOLLOWING MEETINGS,
(CIRC. HEREWITH) AS A TRUE AND CORRECT RECORD**

4.1 The Annual Town Meeting held on 22nd May 2023.

Moved by Cllr. D. Greenhough, Seconded by Cllr H. Kitching and **RESOLVED** that they were a true record.

**2023/18 5. TO NOTE AND CONSIDER ANY ITEMS OF CORRESPONDENCE
(CIRCULATED WHERE APPROPRIATE)**

The following items of correspondence which had been circulated prior to the meeting by email, were received and noted:

5.1 Minutes from Hoylandswaine Events Committee meeting 15th June 2023.

5.2 Email from Penistone Refugee & Asylum Seekers Group.

Moved by Cllr. D. Greenhough, Seconded by Cllr A. Kimberley and **RESOLVED** that henceforth Cllr. Greenhough will liaise between Penistone Refugee & Asylum Seekers Group and PTC.

All items of correspondence were duly **NOTED**.

2023/19 6. MAYOR'S INVITATIONS

- 6.1 Mayor of Barnsley's Civic Service 15th June 2023 – accepted.
- 6.2 Normanton Town Council Party @ Haw Hill Park 8th July 2023 – declined.
- 6.3 Normanton Town Council 40's Night 29th July 2023 – declined.
- 6.4 Yorkshire Day Rotherham 1st August 2023 – accepted.
- 6.5 Mayor of Morley's Civic Service 2nd July 2023 – declined.
- 6.6 Morley Marching bands Competition 25th June 2023 – declined.

All the Mayor's invitations were duly **NOTED**.

**2023/20 7.TO APPROVE THE FOLLOWING ITEMS OF EXPENDITURE (CIRC. WHERE
APPROPRIATE)**

7.1 PTC outgoings Apr-May 23 - £ 15,750.33

Moved by Cllr. A. Kimberley, Seconded by Cllr J. Palmer and **RESOLVED** the above account be approved and noted.

7.2 PTC outgoings May-Jun 23 - £ 28,487.09

Moved by Cllr. A. Kimberley, Seconded by Cllr J. Palmer and **RESOLVED** the above account be approved and noted.

7.3 Paramount outgoings Apr-May 23 - £43,684.77

Moved by Cllr. A. Kimberley, Seconded by Cllr J. Palmer and **RESOLVED** the above account be approved and noted.

7.4 Paramount outgoings May-Jun 23 - £60,627.20

Moved by Cllr. A. Kimberley, Seconded by Cllr J. Palmer and **RESOLVED** the above account be approved and noted.

7.5 PTC credit card payments Apr-May 23 - £ 436.36

Moved by Cllr. A. Kimberley, Seconded by Cllr J. Palmer and **RESOLVED** the above account be approved and noted.

7.6 Paramount credit card payments Mar-Apr 23 - £ 1,265.04

Moved by Cllr. A. Kimberley, Seconded by Cllr J. Palmer and **RESOLVED** the above account be approved and noted.

7.7 PTC petty cash payments Jan-Jun 23 £ 83.10

Moved by Cllr. A. Kimberley, Seconded by Cllr J. Palmer and **RESOLVED** the above account be approved and noted.

7.8 PTC budget report April 23

Moved by Cllr. A. Kimberley, Seconded by Cllr. J. Palmer and **RESOLVED** the budget report be approved.

7.9 PTC budget report May 23

Moved by Cllr. A. Kimberley, Seconded by Cllr. J. Palmer and **RESOLVED** the budget report be approved.

7.10 St John's Community Centre budget report April 23

Moved by Cllr. A. Kimberley, Seconded by Cllr. J. Palmer and **RESOLVED** the budget report be approved.

7.11 St John's Community Centre budget report May 23

Moved by Cllr. A. Kimberley, Seconded by Cllr. J. Palmer and **RESOLVED** the budget report be approved.

7.12 Paramount budget report April 23

Moved by Cllr. A. Kimberley, Seconded by Cllr. J. Palmer and **RESOLVED** the budget report be approved.

7.13 Paramount budget report May 23

Moved by Cllr. A. Kimberley, Seconded by Cllr. J. Palmer and **RESOLVED** the budget report be approved.

7.14 PTC bank reconciliation April 23

Moved by Cllr. A. Kimberley, Seconded by Cllr. J. Palmer and **RESOLVED** the bank reconciliation be approved.

7.15 PTC bank reconciliation May 23

Moved by Cllr. D. Walker, Seconded by Cllr. J. Cutts and **RESOLVED** the bank reconciliation be approved.

7.16 PTC financial summary April 23

Moved by Cllr. J. Cutts, Seconded by Cllr. D. Walker and **RESOLVED** the financial summary be approved.

7.17 PTC financial summary May 23

Moved by Cllr. L. Cork, Seconded by Cllr. J. Palmer and **RESOLVED** the financial summary be approved.

2023/21 8. FINANCIAL MATTERS AND GOVERNANCE

8.1 To note and approve the appointment of Mr Nigel Bailey as Town Clerk and Responsible Financial Officer from 17th October 2022; further to due interview process and appointment having been carried out.

Moved by Cllr. A. Kimberley, Seconded by Cllr. D. Walker and **RESOLVED** that Mr Bailey's appointment be noted and approved.

8.2 To amend membership of the Assets & Amenities and Events & Leisure Committees.

Cllr. Jon Palmer requested that he be transferred from the Events & Leisure committee to the Assets & Amenities Committee.

Moved by Cllr. J. Kitching, Seconded by Cllr. D. Greenhough and **RESOLVED** that Cllr. Palmer be so transferred.

8.3 To note and approve the list of direct debits for Penistone Town Council and the Paramount.

Moved by Cllr. J. Palmer, Seconded by Cllr. D. Walker and **RESOLVED** that the list be noted and approved.

8.4 To approve the Standing Orders 2023

Moved by Cllr. N. Perkins, Seconded by Cllr. J. Palmer and **RESOLVED** that the Standing Orders 2023 be so approved.

8.5 To approve the Financial Regulations 2023

Moved by Cllr. N. Perkins, Seconded by Cllr. J. Palmer and **RESOLVED** that the Financial Regulations 2023 be so approved.

8.6 To consider a small grant application (S137) from Friends of St John's Church Penistone.

Moved by Cllr. A. Kimberley, Seconded by Cllr. H. Kitching and **RESOLVED** that a grant of £500.00 be awarded to the Friends of St John's Church Penistone.

8.7 To receive and note the Annual Internal Audit Report 2022/23.

Moved by Cllr. J. Palmer, Seconded by Cllr L. Cork and **RESOLVED** that the Annual Internal Audit Report 2022/23 be noted.

8.8 Councillors to approve and Mayor to sign the Annual Governance Statement and Accounting Statements 2022/23.

Moved by Cllr. J. Palmer, Seconded by Cllr L. Cork and **RESOLVED** that the Annual Governance Statement and Accounting Statement 2022/23 be approved and duly signed by the Mayor.

8.9 To appoint one Penistone Town Council representative governor to Penistone Grammar School Foundation Trust.

Moved by Cllr. D. Greenhough, Seconded by Cllr J. Cutts and **RESOLVED** that Cllr. H. Kitching be so appointed.

2023/22 9. COUNCILLORS' ITEMS

9.1 To receive and consider a motion proposed by Cllr. H. Kitching "Penistone Community Fridge Scheme.

Moved by Cllr. H. Kitching, Seconded by Cllr A. Kimberley and **RESOLVED** that the motion be approved and implemented by the Council.

2023/23 10. TO NOTE THE PARAMOUNT CINEMA MANAGER'S REPORT AND MINUTES OF STAFF MEETINGS

The Manager's Report and minutes of the staff meetings were duly **NOTED**.

2023/24 11. TO NOTE THE TOWN CLERK'S REPORT.

The Town Clerk's report was duly **NOTED**.

2023/25 12. TO NOTE AND / OR CONSIDER ANY PLANNING APPLICATIONS RECEIVED FROM BARNESLEY METROPOLITAN BOROUGH COUNCIL.

The list of planning applications was reviewed by Cllr D. Greenhough who advised that there are no matters requiring the consideration of the Council.

The planning applications were duly **NOTED**.

2023/ 13. TO CONFIRM THE DATE AND TIME OF THE NEXT ORDINARY MEETING.

It was **AGREED** that the next full council meeting is to be held at 7.00 pm on Monday 24th July 2023.

Signed by.....Chair 24th July 2023