

# Penistone Town Council

Minutes of the Ordinary Town Council Meeting held at the Town Hall, Shrewsbury Road, Penistone on Monday 27<sup>th</sup> November 2023 at 7.00 p.m.

**Present: Mayor M. Lowe-Flello in the Chair, Cllr. L. Cork, Cllr. L. Crisp, Cllr. J. Cutts, Cllr. C. Dodson, Cllr D. Greenhough, 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 was one member of the public present. Mayor Lowe-Flello invited them to speak in accordance with the Council's policy of inviting public participation before the meeting; this invitation was declined.

## **2023/66 1. TO NOTE ANY APOLOGIES AND APPROVE REASONS FOR ABSENCE**

Apologies from Cllrs. R. Blackshaw, W. Chadburn and A. Kimberley were **NOTED**. Reasons for absence were unanimously **APPROVED**.

## **2023/67 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 declaration 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.

**2023/68 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.

**2023/69 4. TO CONFIRM THE MINUTES OF THE FOLLOWING MEETINGS AS A TRUE AND CORRECT RECORD**

4.1 The Ordinary Town Council Meeting held on 23<sup>rd</sup> October 2023.

Moved by Cllr. N. Perkins, Seconded by Cllr D. Walker and **RESOLVED** that they were a true record.

4.2 The Finance & HR Committee meeting held on 13<sup>th</sup> November 2023.

Moved by Cllr. J. Palmer, Seconded by Cllr J. Kitching and **RESOLVED** that they were a true record.

4.3 The Assets & Amenities Committee meeting held on 14<sup>th</sup> November 2023

Moved by Cllr. J. Cutts, Seconded by Cllr L. Cork and **RESOLVED** that they were a true record.

**2023/70 5. TO NOTE AND CONSIDER ANY ITEMS OF CORRESPONDENCE**

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

5.1 A copy of the minutes of the Hoylandswaine Village Hall Ltd committee meeting held on 18<sup>th</sup> October 2023.

**2023/71 6. MAYOR'S INVITATIONS**

The Mayor has accepted invitations to the following events:

6.1 Penistone Library "A Picture for Christmas" workshop 18 October 2023

6.2 Barnsley Wind Band Christmas Concert (Penistone Paramount) 18 December 2023

6.3 Penistone Grammar School Year 11 awards ceremony 20 December 2023

6.4 Abuse Awareness event St John's Community Centre 08 December 2023 (Cllr. J. Cutts to deputise).

6.5 Mayor of Barnsley's Christmas Carol Service, St Mary's Church 21 December 2023

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

## **2023/72 7. TO APPROVE THE FOLLOWING ITEMS OF EXPENDITURE /MONTHLY REPORTS**

### **7.1 Penistone Town Council budget report October 2023**

Moved by Cllr. L. Cork, , Seconded by Cllr D. Walker and **RESOLVED** the budget report be noted and approved.

### **7.2 St John’s Community Centre budget report October 2023**

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

### **7.3 Paramount budget report October 2023**

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

### **7.4 Penistone Town Council bank reconciliation 31 October 2023**

Moved by Cllr L. Cork, Seconded by Cllr D. Walker and **RESOLVED** the reconciliation be noted and approved.

### **7.5 Penistone Town Council expenditure 14.10.23 – 10.11.23 - £ 22,105.07**

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

### **7.6 Penistone Town Council credit card expenditure 04.09.23 – 03.10.23 - £ 433.86**

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

### **7.7 Penistone Town Council petty cash expenditure 24.06.23 – 23.10.23 - £ 150.21**

Moved by Cllr D. Walker, Seconded by Cllr. J. Kitching and **RESOLVED** the above account be noted and approved.

### **7.8 Paramount expenditure 14.10.23 – 10.11.23 - £ 51,846.61**

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

### **7.9 Paramount credit card expenditure 21.08.23 – 20.09.23 - £916.63**

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

7.10 Paramount petty cash payments – not tabled.

7.11 Penistone Town Council financial summary October 2023 (presentation by the Finance Officer)

Moved by Cllr. L. Cork, Seconded by Cllr. N. Perkins and **RESOLVED** that the financial summary be noted and approved.

## **2023/73 8. FINANCIAL MATTERS AND GOVERNANCE**

8.1 Nomination of Mayor-Elect for municipal year 2023/2024 (Mayor municipal year 2024/2025)  
Ref. minutes of annual meeting of Penistone Town Council 22 May 2023 (2023/7.7)

The Council unanimously agreed that this item should be **DEFERRED** to the next Ordinary Town Council meeting on 18<sup>th</sup> December 2023.

8.2 To consider a small grant request from the Penistone Archive Group. **S137**

Further to discussion the Council took a vote on this matter. There were two abstentions and ten Councillors agreed that the grant request should be **DECLINED** at this time; pending the decisions of the Council with regard to the proposed refurbishments at St John's Community Centre. The Town Clerk to write to the Archive Group explaining the decision; and that once the refurbishment proposals are finalised the Council will meet with the Archive Group to discuss and clarify the relationship between the Council and the Group and the setting up of policies / terms of reference and succession plans.

8.3 To consider a small grant request for from 53<sup>rd</sup> Barnsley Brownies (Hoylandswaine) **S137**

Moved by Cllr. H. Kitching, Seconded by Cllr. N. Perkins and unanimously **AGREED** that the sum of £500 should be granted.

8.4 To note from the Finance & HR Committee meeting (ref. FHR 2023/31(7).) that LGA pay scales for 2023/24 should be implemented back dated to 1st April 2023.

The new pay scales for 2023/24 were duly **NOTED** by the Council.

8.5 5 To consider and approve the recommendations from Finance & HR Committee meeting (ref. FHR 2023/31(8).):

(i) to increase the Town Clerk's hours of work to 30 hours (over 3 days) per week

Moved by Cllr N. Perkins, Seconded by Cllr. H. Kitching and **RESOLVED** that the Town Clerk's hours of work should be increased to 30 hours over 3 days per week.

(ii) to increase the Assistant Clerk's hours of work to 28 hours (over 4 days) per week.

Moved by Cllr N. Perkins, Seconded by Cllr. H. Kitching and **RESOLVED** that the Assistant Clerk's hours of work should be increased to 28 hours over 4 days per week.

(iii) to align the Town Clerk's salary with the next substantive benchmark range according to Local Government pay scales due to increased managerial responsibilities.

Moved by Cllr L. Cork, Seconded by Cllr. N. Perkins and **RESOLVED** that the Town Clerk's salary should be aligned with the next substantive benchmark range according to Local Government pay scales, effective 1<sup>st</sup> December 2023.

## **2023/74 9. COUNCILLORS' ITEMS**

9.1 Cllr L. Cork – to discuss and decide upon assignment of duties for the Council's Xmas Fete ("Penistone Christmas Cracker") on 2<sup>nd</sup> December 2023.

Cllr Cork explained that she, the Mayor, the Clerks and community volunteers have devoted many hours of work to the fete over the last 5 months and that the support of the Council members will be required on the day. The Councillors pledged their support and Cllr Cork agreed to draw up a list of duties and assignments.

9.2 Cllr N. Perkins - to discuss speeding issues in Cubley and any appropriate action which may be taken by the Council.

Cllr Perkins reported that he has become increasingly concerned by the incidences of speeding and dangerous driving in the Penistone area and particularly on the road through Cubley towards Penistone. The Council has also been copied into an email from a resident to Miriam Cates MP complaining of these issues. Discussion took place during which the Councillors all acknowledged that this is an important issue; however it was pointed out the the Council has no remit or responsibility to monitor driving offences and no powers to take remedial action towards offenders. The Council further discussed the speed indicating device purchased by the Council but so far not installed as BMBC has reneged on its previously granted permission to place the device on a lamp post in Cubley. The Council requested that the Town Clerk write again to BMBC Highways/Street Lighting to reiterate the problem and ask them to work with PTC towards a solution so the SID can be duly installed.

9.3 Cllr A. Kimberley – Cllr Kimberley (not present) had asked the Council to discuss an incident of crime (caught on dashcam) in the area which was reported to the Council by a resident; as well as the resident's concerns that there has been an increase in crime in the Penistone area. The incident in question was reported to the police by the resident; and the Town Clerk confirmed that he has forwarded the crime video to the PACT team for Penistone. Once again the Council discussed that they fully appreciate and share the concerns raised; but the Council has no powers beyond that of reporting any issues to the police. PACT meetings continue to be held every 8 weeks at St John's Community Centre.

**2023/75 10. PARAMOUNT CINEMA**

10.1 To note the Paramount event analysis for October 2023.

The event analysis was duly **NOTED**.

**2023/76 11. TO NOTE THE TOWN CLERK'S REPORT.**

The Town Clerk's report (circulated) was duly **NOTED**.

**2023/77 12. TO NOTE AND / OR CONSIDER ANY PLANNING APPLICATIONS RECEIVED FROM BARNESLEY METROPOLITAN BOROUGH COUNCIL.**

The Town Clerk reported that there were only two routine planning applications; which were duly **NOTED**.

**2023/78 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 18<sup>th</sup> December 2023.

Signed by.....Chair 18<sup>th</sup> Dcember 2023