



# PENISTONE TOWN COUNCIL

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

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## SUMMONS

16<sup>th</sup> January 2024

Dear Councillor,

You are hereby summoned to the ordinary meeting of the Town Council to be held on  
**Monday 22<sup>nd</sup> January 2024 at 7pm** 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.

Yours faithfully,

Nigel Bailey, Town Clerk

## **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** Ordinary Town Council Meeting 18<sup>th</sup> December 2023
  - 4.2** Finance & HR Committee Meeting 8<sup>th</sup> January 2024

- 5 To note and to consider any items of correspondence (circulated where appropriate)
- 6 To note the Mayor's invitations  
6.1
- 7 To approve the following items of expenditure/monthly reports (Circ. where appropriate)
  - 7.1 Penistone Town Council budget report
  - 7.2 St John's Community Centre budget report
  - 7.3 Paramount budget report
  - 7.4 PTC bank reconciliation
  - 7.5 Penistone Town Council expenditure 9.12.23 – 12.1.24 **£28,832.47**
  - 7.6 Penistone Town Council credit card expenditure 4.11.23 – 3.12.23 **£325.69**
  - 7.7 Penistone Town Council petty cash expenditure 24.10.23 – 18.12.23 **£154.83**
  - 7.8 Paramount expenditure 9.12.23 – 12.1.24 **£85,861.15**
  - 7.9 Paramount credit card expenditure **Not tabled**
  - 7.10 Paramount petty cash payments 7.10.23 – 22.12.23 **£213.72**
  - 7.11 Penistone Town Council Financial Summary
- 8 Financial Matters and Governance.
  - 8.1 To discuss the recommended increases to : allotments annual charge, SJCC hire charges, cinema admission and refreshments charges
  - 8.2 To discuss and approve the proposed budget
  - 8.3 To discuss and approve the proposed precept
  - 8.4 To consider for approval pay adjustments for employees who have contracted hours per week.
  - 8.5 To consider PTC appointment of 3 representative governors to Penistone Grammar School Foundation Trust during 2024 (on the expiry of the terms of office of 3 existing governors).
  - 8.6 To consider and decide upon whether to proceed with installation of a speed indicating device in Penistone.
- 9 Councillors' items – none tabled
- 10 Town Clerk
  - 10.1 To note the Town Clerk's report for January 2024
- 11 To note and/or consider any planning applications received from Barnsley MBC  
None tabled
- 12 Paramount Cinema
  - 12.1 Manager's report
  - 12.2 Events analysis
- 13 To confirm the time and date of the next Ordinary Town Council Meeting (26<sup>th</sup> February 2024)