

# Penistone Town Council

Minutes of the Ordinary Town Council Meeting held at the Town Hall, Shrewsbury Road, Penistone on Monday 26<sup>th</sup> February 2024 at 7.00 p.m.

**Present: Town Mayor Mandy Lowe-Flello (Chair), 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. 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. The Mayor invited the member of the public to address the Council during the time set aside for public participation; which invitation was declined.

## **2023/105 1. TO NOTE ANY APOLOGIES AND APPROVE REASONS FOR ABSENCE**

Apologies from Cllr. F Nixon were **NOTED**. Reasons for absence were unanimously **APPROVED**.

## **2023/106 2. DECLARATIONS OF PERSONAL OR PREJUDICIAL INTEREST FROM COUNCILLORS**

**2.1** In accordance with Section 31 of the Local Government 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.

## **2023/107 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.

**2023/108 4. TO CONFIRM THE MINUTES OF THE FOLLOWING MEETINGS AS A TRUE AND CORRECT RECORD**

**4.1** The Ordinary Town Council Meeting held on 22<sup>nd</sup> January 2024.

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

**2023/109 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** Hoylandswaine Village Hall Ltd Committee meeting minutes, 24<sup>th</sup> January 2024

**5.2** A briefing note dated 19<sup>th</sup> February 2024 from Barnsley Metropolitan Borough Council Public Rights of Way Officer Sarah Ford. This related to the area of the Penistone Coal Drops which is now privately owned and has been fenced off by the landowner. The fenced off area includes a section of the Trans Pennine Trail through which BMBC has an easement. Business owners occupying an industrial unit behind the fenced off land have, without authorisation, installed a gate in the fence belonging to the landowner to allow access to their businesses directly from the TPT. BMBC has now been served with a legal notice from solicitors acting for the landowner requiring that the gate be removed and the fence reinstated by 1<sup>st</sup> March 2024. BMBC is legally bound to comply with this notice.

In relation to item 5.2 Cllr. H. Kitching reported that she has been monitoring the situation and there is no doubt that both BMBC and the landowner are acting in accordance with the law. There is no public right of way from the TPT to the businesses in question. She is in communication with the business owners and has suggested that they look into setting up their own access arrangements from the TPT from outside the privately owned land.

**2023/110 6. MAYOR'S INVITATIONS**

The Mayor has accepted the following invitation:

**6.1** Woodhead Mountain Rescue Team King's Award for Voluntary Service/ 50<sup>th</sup> anniversary ceremony, 8<sup>th</sup> June 2024.

**2023/111 7. TO APPROVE THE FOLLOWING ITEMS OF EXPENDITURE /MONTHLY REPORTS**

**7.1** Penistone Town Council budget report January 2024

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

**7.2** St John's Community Centre budget report January 2024

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

### **7.3** Paramount budget report January 2024

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 January 2024

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

### **7.5** Penistone Town Council expenditure 13.01.24 – 16.02.24 - **£ 23,691.06**

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

### **7.6** Penistone Town Council credit card expenditure – not tabled.

### **7.7** Penistone Town Council petty cash expenditure – not tabled.

### **7.8** Paramount expenditure 13.01.24 – 16.02.24 - **£ 86,791.41**

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

### **7.9** Paramount credit card expenditure 21.10.23 – 20.01.24 - **£1,485.31**

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

### **7.10** Paramount petty cash payments 12.12.23 – 16.02.24 - **£303.49**

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

### **7.11** Penistone Town Council financial summary January 2024

Moved by Cllr. J. Palmer, Seconded by Cllr. J. Cutts and **RESOLVED** that the financial summary be noted and approved.

## **2023/112 8. FINANCIAL MATTERS AND GOVERNANCE**

### **8.1.** To appoint an new Vice-Chair to the Events & Leisure Committee

Further to discussion Cllr. L. Crisp volunteered to act as Vice-Chair to the Events & Leisure Committee for the remainder of the municipal year 2023/2024.

Moved by Cllr. A. Kimberley, Seconded by Cllr. J. Cutts and **RESOLVED** that Cllr. Crisp be so appointed.

**8.2** To decide and note a date for the Annual Town Assembly 2024.

Discussion took place around the format of the Annual Town Assembly. The Clerk to send guidance notes regarding the event to the Councillors and check availability at St John's Community Centre in April.

**8.3** To agree the appointment of a Marketing Manager for the Paramount Cinema.

Moved by Cllr H. Kitching, Seconded by Cllr D. Walker and **RESOLVED** that a Marketing Manager should be duly appointed.

**8.4** To discuss and note changes in the admission/booking charges at the Paramount Cinema.

Discussion took place regarding the removal of the booking fee for on line bookings, which means that tickets bought at the box office cost slightly more. This was done to incentivise advance/on line bookings. Cllr. H. Kitching proposed that the new charges be implemented for a 6 month probationary period.

Moved by Cllr. H. Kitching, Seconded by Cllr. J. Palmer and **RESOLVED** that the new charges be so implemented.

## **2023/113 9. COUNCILLORS' ITEMS**

**9.1** To discuss the Penistone Gala 2024/planning of a Penistone Town Council run summer fete in June 2024 – **Cllr. L. Cork**

Cllr. Cork informed the meeting that she and other PTC representatives have attended all the Gala Committee meetings with representatives of Penistone Round Table, Scouts, Round Table Ladies' Circle. As stated in the Ordinary Town Council minutes January 2024, there are not enough volunteers to run a Gala and Parade event in 2024. This being the case Cllr. Cork proposed that the Council should run a Summer event based at St John's Community Centre on 22<sup>nd</sup> June 2024.

Moved by Cllr. L. Cork, Seconded by Cllr. N. Perkins and **RESOLVED** that the Summer fete will take place on 22<sup>nd</sup> June 2024.

**9.2** To discuss Council support for the Queen tribute band Mercury's concert at the Paramount Cinema on 3<sup>rd</sup> May 2024 and whether this could be designated a Mayoral event – **Cllr. L. Cork**

Cllr. Cork explained that the concert will celebrate Mercury's 25<sup>th</sup> anniversary, their first ever performance also being held at the Penistone Paramount. She suggested the concert should be

designated as a Mayoral event and marketed accordingly. Discussion took place around the possibilities as the booking has been made and tickets have already been sold. The Clerk to check the terms of the booking with the Paramount Managers and whether it would be possible to designate the concert as a Mayoral event.

**9.3** To discuss Penistone Town Council support for the Penistone Beer Festival 3<sup>rd</sup>-5<sup>th</sup> May 2024 (in aid of the St John the Baptist Church roof fund) – **Cllr. L. Cork**

Cllr. Cork brought this event to the attention of the Council and explained that the Church require volunteers to serve and assist at the event over the three days. Any PTC Councillors or staff who are available to volunteer can contact Cllr. Cork directly.

**9.4** To discuss the creation of a fair and transparent policy for Freedom of Penistone awards – **Cllr. L. Cork**

Cllr. Cork suggested that the Council should adopt an award policy whereby Freedom of the Town is awarded at regular intervals; such policy to include an element of public engagement. The Council requested the Clerk should present a draft policy at the next meeting.

## **2023/114 10. TOWN CLERK**

**10.1** To note the Town Clerk's report.

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

## **2023/115 11. TO NOTE AND / OR CONSIDER ANY PLANNING APPLICATIONS RECEIVED FROM BARNSELEY METROPOLITAN BOROUGH COUNCIL.**

No applications were tabled. Cllr. D. Greenhough reported from the BMBC Planning Committee regarding the art installations comprising poles surmounted by ornamental sheep which have been proposed. The art installations are part of the Principal Towns initiative; and thus far PTC has strenuously objected to their installation on the grounds that art installations should be the final element of the initiative rather than the first. Cllr. Greenhough has reiterated these objections to BMBC Planning Committee.

## **2023/116 12. PARAMOUNT CINEMA**

**12.1** To consider the Paramount Manager's report.

The Manager's report was duly **NOTED**.

**12.2** To consider the Paramount event analysis.

The event analysis was duly **NOTED**.

**2023/117 13. TO CONFIRM THE DATE AND TIME OF THE NEXT ORDINARY TOWN COUNCIL MEETING.**

It was **AGREED** that the next full council meeting is to be held at 7.00 pm on Monday 25<sup>th</sup> March 2024.

Signed by.....Chair 25<sup>th</sup> March 2024