

Penistone Town Council

Minutes of the Ordinary Town Council Meeting held at the Town Hall, Shrewsbury Road, Penistone on Monday 25th March 2024 at 7.00 p.m.

Present: Town Mayor Mandy Lowe-Flello (Chair), Cllr. W. Chadburn, Cllr. L. Cork, 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 were 5 members of the public belonging to the Allotment Society present, led by the Chair Mr Russell Ogden. Mayor Lowe-Flello invited them to address the Council before the meeting. Mr Ogden requested a response to a letter he had sent to the Council in mid February. The Town Clerk confirmed that he had answered the letter shortly thereafter by both hand delivered letter and email. He will ensure that Mr Ogden receives another copy and will include Ms Sharon Scott the Secretary in the correspondence. The Allotment Society representatives stated their dissatisfaction with the increased allotment rent prices for the year commencing 1st April 2024. The Town Clerk acknowledged their objection but reiterated that as the sums involved are small and the rent has barely gone up at all in the last 10 years the Council feels that the increase is fair and their decision is final.

All five people chose to leave the Council Chamber before the start of the meeting.

2023/118 1. TO NOTE ANY APOLOGIES AND APPROVE REASONS FOR ABSENCE

Apologies from Cllrs. L. Crisp and A. Kimberley were **NOTED**. Reasons for absence were unanimously **APPROVED**.

2023/119 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.

2023/120 3. EXCLUSION OF THE PRESS AND PUBLIC – PUBLIC BODIES (ADMISSION TO MEETINGS ACT) 1960.

3.1 The Town Clerk informed the meeting that in relation to Item 12 (Co-option to the vacant seat on Penistone Town Council, Penistone Ward) if any further members of the public arrived they would be excluded from the Council Chamber during the Council's confidential deliberations between the candidates' interviews and the voting procedure. In the event no members of the public arrived.

2023/121 4. TO CONFIRM THE MINUTES OF THE FOLLOWING MEETINGS AS A TRUE AND CORRECT RECORD

4.1 The Ordinary Town Council Meeting held on 26th February 2024.

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

4.2 The Finance & HR Committee Meeting held on 11th March 2024.

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

2023/122 5. TO NOTE AND CONSIDER ANY ITEMS OF CORRESPONDENCE

No items of correspondence were tabled.

2023/123 6. MAYOR'S INVITATIONS

The Council **NOTED** that the Mayor has accepted the following invitation:

6.1 The Institution of Rev. Chris Herbert, St. Leonard's Church, Wortley 14th April 2024.

2023/124 7. TO APPROVE THE FOLLOWING ITEMS OF EXPENDITURE /MONTHLY REPORTS

7.1 Penistone Town Council budget report February 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 February 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 February 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 29 February 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 17.02.24 – 15.03.24 - **£ 20,942.64**

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 19.12.23 – 26.02.24 **£ 153.97**

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

7.8 Paramount expenditure 17.02.24 – 15.03.24 - **£ 71,809.82**

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

7.9 Paramount credit card expenditure - not tabled.

7.10 Paramount petty cash payments – not tabled.

7.11 Penistone Town Council financial summary February 2024

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

2023/125 8. FINANCIAL MATTERS AND GOVERNANCE

8.1. To note the date of the Annual Town Assembly at 7pm on 18th April 2024 at St John’s Community Centre.

The date of the Annual Town Assembly was duly **NOTED** by the Council.

8.2 To discuss and resolve upon the transfer of the proceeds of the matured savings bond (£100,000) to earmarked reserves for work on St John’s Community Centre.

Moved by Cllr. J. Cutts, Seconded by Cllr. N. Perkins and **RESOLVED** that the proceeds of the aforesaid savings bond be so earmarked.

8.3 To note the statutory 9.78% increase to the National Living Wage from 1st April 2024; and to approve the pay increases for the Paramount Cinema staff as recommended by the Finance & HR Committee (11th March 2024 FHR 2023/42.4 and FHR 2023/43.5).

Moved by Cllr L. Cork, Seconded by Cllr D. Walker and **RESOLVED** that the above mentioned increases be so approved.

8.4 To note and approve the appointment of a Sales & Marketing Manager at the Paramount Cinema.

Moved by Cllr. J. Kitching, Seconded by Cllr. J. Palmer and **RESOLVED** that this appointment be noted and approved.

Cllr. J. Cutts raised the issue of Councillor representation on interview panels for the appointments of senior staff. Further to discussion the Councillors agreed that the Finance & Human Resources Committee would discuss the Council's recruitment policy and make recommendations to the Council.

8.5 To consider and resolve upon an increase to Mayoral Allowance from £2,500 to £3,000 for the municipal year 2024/2025 as recommended by the Finance & HR Committee 8th January 2024 FHR 2023/37/4).

Moved by Cllr. D. Greenhough, Seconded by Cllr. N. Perkins and **RESOLVED** that the increase be noted and approved.

8.6 To consider and resolve upon an upgrade to the Paramount Cinema website / operating system from Admit One, cost £4,000

Cllrs. J. Kitching and J. Palmer reported that as well as improving appearance, the upgrade would enable the implementation of many of the innovative measures discussed in management meetings, for example advance ordering of food and beverages, VIP packages etc. and would also improve access to the website for all devices. This is the most up to date version of Admit One.

Moved by Cllr. J. Kitching, Seconded by Cllr. J. Palmer and **RESOLVED** that the upgrade be approved.

2023/126 9. COUNCILLORS' ITEMS - none tabled.

2023/127 10. TO NOTE AND / OR CONSIDER ANY PLANNING APPLICATIONS RECEIVED FROM BARNSELY METROPOLITAN BOROUGH COUNCIL. – none tabled.

Cllr. D. Greenhough reported from the Barnsley Metropolitan Borough Planning Committee that planning applications for the art installations of plinths surmounted by sheep figures would proceed. However he has received assurances from the Principal Towns office that they will not be installed until much later in the development.

2023/128 11. PARAMOUNT CINEMA

11.1 To consider the Paramount Manager’s report (circulated).

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

11.2 To consider the Paramount event analysis (circulated).

The event analysis was duly **NOTED**.

2023/129 12. CO-OPTION TO VACANT SEAT ON PENISTONE TOWN COUNCIL (PENISTONE WARD).

There were three applications for the co-option of a Councillor for the Penistone Ward.

Moved by Cllr. L. Cork, Seconded by Cllr. H. Kitching and **RESOLVED** that the three applicants be accepted for the co-option process.

The Councillors had been given advance copies of the candidates’ written responses to the PTC standard co-option questionnaire. The candidates were each given 5 minutes in which they could meet the Councillors and ask or answer questions regarding their candidacy. This took place in the following order:

1. Sarah Grainger
2. Ian Brisland
3. Jason Barton

The co-option candidates were asked to retire to a waiting room in order that the Councillors could deliberate in private. The candidates were given the option to return to the Council Chamber during the voting process; however they unanimously declined this invitation.

Voting took place by a show of hands which resulted in an absolute majority for the candidate Jason Barton. It was therefore **RESOLVED** that Jason Barton be co-opted onto the Council representing Penistone Ward; and to the vacancies on the Events & Leisure and Assets & Amenities Committees.

The Town Clerk witnessed the Acceptance of Office form as signed by Cllr. Barton in accordance with the LGA 1972 s83.

2023/130 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 22nd April 2024.

Signed by.....Chair 22nd April 2024