

Penistone Town Council

Minutes of the Ordinary Town Council Meeting held at the Town Hall, Shrewsbury Road, Penistone on Monday 24th June 2024 at 7.00 p.m.

Present: Town Mayor Mandy Lowe-Flello (Chair), Cllr. Jason Barton, Cllr. Jonathan Cutts, Cllr. Frances Nixon, Cllr. Nick Perkins, Cllr. David Walker

Also present:

N. Bailey, Town Clerk

E. Miller Assistant Town Clerk

There was one member of the public present; who declined the Mayor's invitation to speak prior to the Council meeting.

Mayor Lowe-Flello reported to the Council that she and the Town Clerk had received the resignation of Cllr. Lisa Cork earlier in the day. She further reported that former Cllr. Cork wished to thank all those who had participated in the Summer Fun Afternoon on 22nd June 2024 and helped to make the event successful. The Mayor in turn commended former Cllr. Cork for Chairing the Events & Leisure Committee and organising two very successful community events for Christmas 2023 and June 2024. The Councillors present were unanimous in adding their commendation to that of the Mayor.

2024/16 1. TO NOTE ANY APOLOGIES AND APPROVE REASONS FOR ABSENCE

Apologies from Cllrs. W. Chadburn, L. Crisp, C. Dodson, D. Greenhough, A. Kimberley, H. Kitching, J. Kitching and J. Palmer were **NOTED**. Reasons for absence were unanimously **APPROVED**.

2024/17 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.

2024/18 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.

2024/19 4. TO CONFIRM THE MINUTES OF THE FOLLOWING MEETINGS AS A TRUE AND CORRECT RECORD

4.1 The Annual Town Council Meeting held on 20th May 2024.

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

2024/20 5. TO NOTE AND CONSIDER ANY ITEMS OF CORRESPONDENCE - none tabled.

2024/21 6. MAYOR'S INVITATIONS

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

6.1 Yorkshire Day celebrations, City of York, 1st August 2024

2024/22 7. TO APPROVE THE FOLLOWING ITEMS OF EXPENDITURE /MONTHLY REPORTS

7.1 Penistone Town Council budget report May 2024

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

7.2 St John's Community Centre budget report May 2024

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

7.3 Paramount budget report May 2024

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

7.4 Penistone Town Council bank reconciliation 31st May 2024

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

7.5 Penistone Town Council expenditure 11.05.24 – 14.06.24 - **£ 25,673.14**

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

7.6 Penistone Town Council credit card expenditure – 11.05.24 – 14.06.24 - **£ 342.17**

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

7.7 Penistone Town Council petty cash expenditure – 27.02.24 – 14.06.24 -**£ 267.96**

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

7.8 Paramount expenditure 11.05.24 – 14.06.24 - **£ 86,435.18**

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

7.9 Paramount credit card expenditure 20.03.24 – 20.05.24 - **£ 621.86**

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

7.10 Paramount petty cash payments – not tabled.

7.11 Penistone Town Council financial summary May 2024

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

2024/23 8. FINANCIAL MATTERS AND GOVERNANCE

8.1. To approve (subject to consideration) the Council's list of direct debit payments for both Penistone Town Council and the Paramount Cinema for 2024/20245.

Moved by Cllr. N. Perkins, Seconded by Cllr J. Cutts and **RESOLVED** that both lists of direct debit payments be approved.

8.2 To approve (subject to consideration) the Penistone Town Council Financial Regulations 2024 (based on the National Association of Local Councils model).

Moved by Cllr. J. Barton, Seconded by Cllr. F. Nixon and **RESOLVED** that the Penistone Town Council Financial Regulations 2024 be approved.

8.3 To approve payment of the annual premium of £8,350.61 for the Council’s Combined Commercial Insurance Policy covering the year 01 June 2024 – 31 May 2025.

Moved by Cllr. N. Perkins, Seconded by Cllr. J. Cutts and **RESOLVED** that payment of the premium be approved.

8.4 To discuss and decide upon amending the date of the Ordinary Town Council meeting in July from 22nd July to 29th July; to allow the meeting of the Finance, Assets & HR Committee to take place on 22nd July.

The Council unanimously **AGREED** that the July 2024 Ordinary Town Council meeting should be held on 29th July.

2024/24 9. COUNCILLORS’ ITEMS

9.1 To discuss the making of an official complaint to Barnsley Metropolitan Borough Council regarding the poor state of maintenance of public walkways and car parks in Penistone – Cllr. Jonathan Cutts

Cllr. Cutts reported that he has received numerous complaints and has personally observed that there is a gross overgrowth of weeds and nettles obstructing public walkways and footpaths throughout the Penistone area. This is particularly problematic on walkways used by young children on their way to school. He has also noted the issue of poor surfacing and abandoned vehicles being left in car parks owned by BMBC. He requested that the three Penistone Councillors who are also BMBC Councillors should make official representations to BMBC who are responsible for maintenance of the public footpaths and their own car parks.

Town Mayor Cllr. Mandy Lowe-Flelo assured Cllr. Cutts on behalf of the BMBC Councillors that they will make official representations to BMBC regarding the matters he has raised.

9.2 To discuss the adoption of a policy regarding the death or retirement of long serving Councillors – Cllr. Jonathan Cutts

Cllr Cutts stated his opinion that Penistone Town Council should adopt a policy regarding the writing of letters of thanks to long serving Councillors on retirement; and that in the event of the death of a former or sitting Councillor a representative of the Council should attend their funeral.

Further to discussion the Council unanimously **AGREED** the following: that any Penistone Town Councillor who has served at least 4 years on the Council should receive a letter of thanks on leaving the Council, whether choosing not to stand for re-election or failing to be re-elected at the end of their term. The Clerks to draft a policy accordingly. The issue of attendance at funerals was not discussed.

9.3 To discuss the adoption of an annual citizens award scheme – Cllr. Jonathan Cutts

Cllr. Cutts suggested that Penistone Town Council adopt a citizens award scheme. The Councillors unanimously **AGREED** that an annual citizens award scheme should be adopted. The Clerks to draft a policy accordingly.

2024/25 10. PARAMOUNT CINEMA

10.1 To note the Paramount Manager’s report (circulated).

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

10.2 To note the Paramount event analysis (circulated).

The event analysis was duly **NOTED**.

2024/26 11. TOWN CLERK

11.1 To note the Town Clerk’s report (circulated).

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

2024/26 12. TO NOTE AND / OR CONSIDER ANY PLANNING APPLICATIONS RECEIVED FROM BARNESLEY METROPOLITAN BOROUGH COUNCIL.

The list of planning applications was duly **NOTED**.

2024/27 13. TO CONFIRM THE DATE AND TIME OF THE NEXT ORDINARY TOWN COUNCIL MEETING.

It was **AGREED** that the next full council meeting (the Annual Meeting) is to be held at 7.00 pm on Monday 29th July 2024.

Signed by.....Chair 29th July 2024