

# Penistone Town Council

Minutes of the Ordinary Town Council Meeting held at the Town Hall, Shrewsbury Road, Penistone on Monday 28<sup>th</sup> October 2024 at 7.00 p.m.

**Present: Town Mayor Mandy Lowe-Flello (Chair), Cllr. Jason Barton, Cllr. Yvette Cooper, Cllr. Jonathan Cutts, Cllr. Hannah Kitching, Cllr. James Kitching, Cllr. Matthew Nicholson, Cllr. Frances Nixon, Cllr. Jon Palmer, Cllr. Nick Perkins, Cllr. Claire Redmond, Cllr. David Walker**

Also present:

N. Bailey, Town Clerk

A. Fleetwood, Finance Officer

E. Miller Assistant Town Clerk

There were two members of the public present. Both declined the Mayor's invitation to speak during the time set aside for public participation prior to the meeting.

## **2024/55 1. TO NOTE ANY APOLOGIES AND APPROVE REASONS FOR ABSENCE**

Apologies from Cllrs. Wayne Chadburn, David Greenhough and Anita Kimberley were **NOTED**. Reasons for absence were unanimously **APPROVED**.

## **2024/56 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 Assistant Clerk reported that there were no written dispensations.

## **2024/57 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.

**2024/58 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> September 2024.

Moved, Seconded and **RESOLVED** that they were a true record.

**2024/59 5. TO NOTE AND CONSIDER ANY ITEMS OF CORRESPONDENCE**

There were no items of correspondence for the Council's consideration.

**2024/60 6. MAYOR'S INVITATIONS**

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

**6.1** Penistone Round Table Hallowe'en Children's Events, Market Barn 27<sup>th</sup> October 2024.

**6.2** Penistone Rotary Club Christmas Concert, Paramount Cinema, 14<sup>th</sup> December 2024.

**6.3** Penistone Country Market 30<sup>th</sup> anniversary 31 October 2024.

**6.4** Penistone Round Table bonfire, judging the guy and lighting the bonfire 02 November 2024.

**2024/61 7. TO APPROVE THE FOLLOWING ITEMS OF EXPENDITURE /MONTHLY REPORTS**

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

Moved, Seconded and **RESOLVED** the budget report be noted and approved.

**7.2** St John's Community Centre budget reports September 2024

Moved, Seconded and **RESOLVED** the budget report be noted and approved.

**7.3** Paramount budget report September 2024

Moved, Seconded and **RESOLVED** the budget report be noted and approved.

**7.4** Penistone Town Council bank reconciliation September 2024

Moved, Seconded and **RESOLVED** the bank reconciliation be noted approved.

**7.5** Penistone Town Council expenditure 14.9.24 – 18.10.24 - **£ 11,530.47**

Moved, Seconded 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 14.9.24 – 18.10.24 - **£ 53,704.92**

Moved, Seconded and **RESOLVED** the above account be noted and approved.

**7.9** Paramount credit card expenditure 20.7.24 – 20.9.24 - **£ 1,361.78**

Moved, Seconded and **RESOLVED** the above account be noted and approved.

**7.10** Paramount petty cash payments – not tabled.

**7.11** Penistone Town Council financial summary September 2024 (presentation)

Moved, Seconded and **RESOLVED** the financial summary be noted and approved.

**2024/62 8. FINANCIAL MATTERS AND GOVERNANCE**

**8.1.** to receive a verbal report on St John’s Community Centre from the Town Clerk.

The Clerk informed the Council about the status of the building work due at St John’s Community Centre; as follows:

- The proposed extension and remodelling of the interior of the building will not now take place due to the steep rise in costs as shown by the latest quotations received.
- The essential structural work, removal of asbestos and replacment boiler will be carried out as soon as possible. The asbestos removal must take place before any other work is carried out.
- More fire doors will be required to keep the building compliant with fire regulations; this will change the appearance of the building and probably necessitate submitting amended plans to Barnsley MBC Planning Dept.
- The Clerk will put together an information pack with all information regarding the quotations for the asbestos removal and the boiler replacement; this will be sent to the Councillors by the end of the current week.
- The Clerk (in consultation with the Chair) will then call an Extraordinary Meeting in early November so the Councillors can make a decision on awarding of the contracts and thereafter definite start dates for the works can be booked.

All the above was **NOTED** by the Council.

**8.2** To receive a verbal report on Events (Remembrance, Christmas lights switch-on, Gala 2025) from the Town Clerk.

- The Clerk reported that plans for Remembrance Day and the Christmas lights swtich-on are proceeding well. There has been an increased workload with regard to Remembrance due to the withdrawal of the Royal British Legion from planning of the event. The Penistone Gala 2025 will take place on the weekend of 7<sup>th</sup>/8<sup>th</sup> June 2025.

- The next meeting of the Events & Leisure Committee will be on 4<sup>th</sup> November 2025.

The above was **NOTED** by the Council.

**8.3** To receive a verbal report on the Whole Council Training by Yorkshire Local Councils Association on 7<sup>th</sup> October 2024.

The Clerk thanked the Councillors who attended the training meeting and suggested that further training on specific matters would be useful; as YLCA can provide bespoke modules.

The Council unanimously **AGREED** that a budget for further training will be considered by the Finance, Assets & HR Committee.

**8.4** To consider the Penistone Town Council appointed governor vacancy on Penistone Grammar School Foundation Trust effective 23 January 2025.

Further to discussion it was Moved, Seconded and **RESOLVED** that Cllr. Yvette Cooper be appointed to the vacancy.

**8.5** To receive a verbal report on “Martyn’s Law” from the Town Clerk.

The Terrorism (Protection of Premises) Bill was published in September 2024 and is expected to become law in 18-24 months’ time. The Clerk asked the Council to note that he is taking advice from Yorkshire Local Councils Association and the Society of Local Council Clerks regarding the most appropriate training for the staff of the Paramount Cinema and St John’s Community Centre.

The report was duly **NOTED** by the Council.

**8.6** To note and approve the payment of £7,137.00 to Barnsley Metropolitan Borough Council for costs of the by-election for Penistone ward 12 September 2024.

The payment was unanimously **APPROVED** by the Council.

## **2024/63 9. COUNCILLORS’ ITEMS**

**9.1** To consider for approval provision of free Paramount cinema tickets for Penistone Refugee & Asylum Seekers Support Group annual outing in December 2024 – Cllr. D. Greenhough

The Council unanimously **APPROVED** the provision of free tickets as stated above.

**9.2** Verbal report on the Penistone Heritage Group / Archive Group – Cllr. N. Perkins

Cllr. Perkins reported that the Heritage Group has now set up a bank account. They will host a display during Penistone Arts Week (March 2025). Cllr. Perkins stated that he would like to see buildings owned

by Penistone Town Council used by the Heritage Group; he also stated that the Town Hall building (owned by Barnsley Metropolitan Borough Council) would be an ideal venue.

The Archive Group members have been packing up all their belongings which need to be cleared from St John's Community Centre during the forthcoming building works.

**9.3** To discuss the responsibilities/ownership and management of specific sites in Penistone Town centre: Car park off Park Avenue, Boggart Lane, Chappelfield Lane to Park Avenue – Cllr J. Cutts

Cllr. Cutts drew the Council's attention to the poor condition of the above sites, none of which are owned or managed by Penistone Town Council. They are all owned by Barnsley Metropolitan Borough Council.

Cllr. Hannah Kitching (who is also a Barnsley Councillor) will report the matters to Barnsley MBC Estates.

**9.4** To discuss the impact of the increase in the Paramount 'on the night' ticket fees – Cllr J. Cutts

Cllr J. Kitching explained that access to cheaper tickets on line was a deliberate decision to encourage advance booking on line; and the great majority of tickets are now booked on line. Cllr. J. Palmer suggested that the Paramount staff should be asked to keep a record of any complaints received on this matter for future reference. The Town Clerk to action this with the Paramount management.

## **2024/64 10. PARAMOUNT CINEMA**

**10.1** To note the Paramount Cinema event analysis September 2024.

The event analysis was duly **NOTED**.

**10.2** To note the Paramount Manager's report.

The report was duly **NOTED**.

The Councillors discussed the fact that events revenue appears to be lower than expected, probably due to fewer live events being booked. This may be due to the building work which has been ongoing at the Paramount. Cllr. J. Kitching suggested that he and Cllr. Palmer hold another strategy session with the Paramount management team to assess progress so far and plans for future development. Items for discussion to include: possible changes to contracts to a) impose a penalty for artists' failure to honour an existing booking and b) the cinema to take a higher percentage of ticket sales revenue should artists demand early closure of the bar.

The Town Clerk to set up a meeting in February 2025.

## **2024/65 11. TOWN CLERK**

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

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

**2024/66 12. TO NOTE AND / OR CONSIDER ANY PLANNING APPLICATIONS RECEIVED FROM BARNSELY METROPOLITAN BOROUGH COUNCIL.**

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

**2024/67 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> November 2024.

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