

# Penistone Town Council

Minutes of the Ordinary Town Council Meeting held at the Town Hall, Shrewsbury Road, Penistone on Monday 25<sup>th</sup> November 2024 at 7.00 p.m.

**Present: Town Mayor Mandy Lowe-Flelo (Chair), Cllr. Jonathan Cutts, Cllr. David Greenhough, Cllr. Anita Kimberley, 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

E. Miller Assistant Town Clerk

There was one member of the public present; who declined the Mayor's invitation to speak during the time set aside for public participation prior to the meeting.

## **2024/68 1. TO NOTE ANY APOLOGIES AND APPROVE REASONS FOR ABSENCE**

Apologies from Cllrs. Wayne Chadburn and Yvette Cooper were **NOTED**. Reasons for absence were unanimously **APPROVED**.

## **2024/69 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 Clerk reported that there were no written dispensations.

## **2024/70 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.

**2024/71 4. TO CONFIRM THE MINUTES OF THE FOLLOWING MEETINGS AS A TRUE AND CORRECT RECORD**

**4.1** The Ordinary Town Council Meeting held on 28 October 2024.

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

**4.2** The Events & Leisure Committee Meeting held on 04 November 2024.

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

**4.3** The Extraordinary Town Council Meeting held on 05 November 2024.

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

**4.4** The Finance, Assets & Human Resources Committee Meeting held on 11 November 2024.

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

**2024/72 5. TO NOTE AND CONSIDER ANY ITEMS OF CORRESPONDENCE**

**5.1** The Council received an invitation for Cllrs. Wayne Chadburn, David Greenhough, Hannah Kitching and Nick Perkins to attend the unveiling of a blue plaque in Norfolk Row, Sheffield on 21 December 2024 in honour of John Charles Shaw, football pioneer and former student of Penistone Grammar School.

The invitation was **NOTED** by the Council; with Cllrs. Hannah Kitching and Nick Perkins confirming their attendance.

**2024/73 6. MAYOR'S INVITATIONS**

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

**6.1** To the unveiling of a blue plaque in honour of John Charles Shaw (see Minute no. 2024/72(5.1) above) 21 December 2024.

**6.2** Mayor of Barnsley's Christmas Carol Service, St Mary's Church Barnsley, 19 December 2024.

**2024/74 7. TO APPROVE THE FOLLOWING ITEMS OF EXPENDITURE /MONTHLY REPORTS**

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

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

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

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

### 7.3 Paramount budget report October 2024

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

### 7.4 Penistone Town Council bank reconciliation October 2024

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

### 7.5 Penistone Town Council expenditure 19.10.24 – 15.11.24 - **£ 27,600.01**

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 19.10.24 – 15.11.24 - **£ 57,389.98**

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

### 7.9 Paramount credit card expenditure 21.09.24 – 20.10.24 - **£ 453.84**

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

### 7.10 Paramount petty cash payments expenditure 17.07.24 – 21.10.24 - **£216.52**

### 7.11 Penistone Town Council financial summary October 2024 (presentation)

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

## 2024/75 8. FINANCIAL MATTERS AND GOVERNANCE

***Discussion and resolution of Item 8.1 further to the recommendations of the Events & Leisure Committee at their meeting on 04 November 2024, Minute no. E&L 2024/4.***

**8.1.** To resolve upon the appointment of the three new Councillors to standing committees; to discuss and if so decided to resolve upon any changes to the composition of the standing committees.

Further to the recommendations of the Events & Leisure Committee it was Moved, Seconded and **RESOLVED** that the recently co-opted Cllrs. Yvette Cooper and Claire Redmond should join the Events & Leisure Committee with immediate effect.

Further to discussion it was Moved, Seconded and **RESOLVED** that Cllr. Hannah Kitching would step down from the Finance, Assets & HR Committee and be replaced by the recently elected Cllr. Matthew Nicholson with immediate effect.

***Discussion and resolution of Items 8.2 and 8.3 further to the recommendations of the Finance, Assets & Human Resources Committee at their meeting on 11 November 2024, Minute nos. FAHR 2024/29(6.2) and FAHR 2024/30 (7.1) & (7.2).***

**8.2** To approve the small grant application (£500) to the Friends of St John’s Church, Penistone further to the above mentioned recommendation of the Finance, Assets & Human Resources Committee.

Moved, Seconded and **RESOLVED** the grant should be made under **Section 137 of the Local Government Act 1972**.

**8.3** To note that the statutory increases to the Minimum Living Wage and Employers National Insurance Contributions will result in additional costs of £36,980 to the Council in the financial year 2025-2026.

Cllr. Jon Palmer, Chair of the Finance, Assets & HR Committee, explained that he wished this item to be noted by the full Council so that all Councillors will be aware of the challenges faced by the Committee in setting the budget for the next financial year. Cllr. Palmer requested that any individual Councillor who has strong feelings about potential increases to any of the Council’s charges should submit their written argument to the Clerk for inclusion on the agenda of the next Council meeting in December.

The statutory increases and Cllr. Palmer’s request were **NOTED** by the Council.

**8.4** To approve the payment to J.M. Glendinning of the annual premium of £8,306.07 for the Paramount Cinema’s Commercial Combined Insurance Policy.

It was Moved, Seconded and **RESOLVED** that the payment be approved.

The Councillors asked the Clerk to look into which companies underwrite policies for businesses such as the Paramount and what due diligence is undertaken by the broker before submitting the renewal in 2025.

## **2024/76 9. COUNCILLORS’ ITEMS**

***Discussion of Item 9.1 further to the recommendations of the Events & Leisure Committee at their meeting on 04 November 2024, Minute no. E&L 2024/7.***

**9.1** From Cllr. Frances Nixon, Chair of the Events & Leisure Committee – Cllr. Nixon requested support from all the Councillors for marshalling and crowd control at the Penistone Christmas Lights Switch-on / Tractor Run on Saturday 30 November 2024.

It was **AGREED** that all Councillors who are available will meet at 4pm outside the Paramount Cinema. PTC hi-viz tunics will be worn by all Council personnel assisting with this event.

## **2024/77 10. PARAMOUNT CINEMA**

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

The event analysis was duly **NOTED**.

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

The report contained details of the following :

- **Staff** – Four new relief staff have been recruited.
- **Programme** – 2025 has been a poor year for films generally but sales for the Christmas films are better. Tickets for the pantomime in January 2025 are selling well.
- **Building** – work on the roof is almost complete. Work on the front of the building will start on 24<sup>th</sup> November. Work on the refurbishment of the bar area is ongoing.

The report was duly **NOTED**.

## **2024/78 11. TOWN CLERK**

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

The report contained details of the following:

- **BMBC Estates** - The Clerk is meeting representatives from Barnsley Metropolitan Borough Council to discuss the progress of the work on the Paramount and Town Hall building.
- **Remembrance** – the event went well and attendance was up on last year.
- **BMBC grant** -The Clerk has secured a grant of £6,000 from Barnsley MBC Household Support Fund (Oct 2024-March 2025) towards the costs of the Paramount warmer spaces project in early 2025.
- **Defibrillators** - the council's two appliances are now at the end of their guarantee period. The Council will need to look at budgeting for replacements in the medium term (2-3 years).
- **Christmas lights** – As always the installation and testing of the lights is problematic due to Penistone's ongoing issues with power sources; being dependent upon the goodwill of certain businesses and private citizens. The problems are exacerbated this year due to the tight turnaround between Remembrance and the lights switch-on. Long term it would benefit the Council to look at a more reliable source of power for the lights.
- **Flower planters** – those in the town centre have been replanted for winter. Barrier planters at the community centre will not be replanted for 2025 to save money.
- **St John's Community Centre** – Meeting with the building work project manager, architect and fire consultant took place on 18<sup>th</sup> November. External fire doors will need to be resubmitted to

BMBC Planning. Key developments will be: new boiler(s), asbestos removal, replacement suspended ceiling, installation of improved fire safety systems including new internal and external fire doors and a light touch refurbishment of the whole building. Changes to the interior of the building will be minor. The project manager is following up quotations for boiler replacement. Hopefully we will soon be in a position to display the revised plans and have some definite dates which can be communicated to clients and the general public.

- **Speed indicating device** – the Clerk is negotiating with Thurgoland Parish Council who may be willing to purchase the device.
- **Terrorism (Protection of Premises) Bill** – latest updates about this Bill (commonly known as Martyn’s Law) have been shared with the Paramount management.

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

**2024/79 12. TO NOTE AND / OR CONSIDER ANY PLANNING APPLICATIONS RECEIVED FROM BARNESLEY METROPOLITAN BOROUGH COUNCIL.**

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

**2024/80 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 16<sup>th</sup> December 2024.

Signed by.....Chair 16<sup>th</sup> December 2024