



PENISTONE TOWN COUNCIL



ST. JOHN'S COMMUNITY CENTRE
Church Street, Penistone, Sheffield S36 6AR
Tel: 01226 370088
Town Clerk: Nigel Bailey
Email: info@penistonetowncouncil.gov.uk
www.penistonetowncouncil.gov.uk

SUMMONS

06 March 2025

Dear Councillor,

You are hereby summoned to the committee meeting of the Finance, Assets & HR Committee to be held on Monday 10th March 2025 at 7.00 pm in the Resource Centre at St. John's Community Centre.

There will be ten minutes public participation prior to the meeting.

PUBLIC BODIES (ADMISSION TO MEETINGS ACT) 1960 Meetings shall be open to the public unless their presence is prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons. The public's exclusion from part or all of a meeting shall be by a resolution which shall give reasons for the public's exclusion in accordance with the Public Bodies (Admission to Meetings Act) 1960.

Yours sincerely,

Nigel Bailey
Town Clerk and Responsible Officer

COMMITTEE MEMBERSHIP

Cllr Jon Palmer (Chair), Cllr James Kitching (Vice-Chair), Cllr Wayne Chadburn, Cllr Jonathan Cutts, Cllr David Greenhough, Cllr Anita Kimberley, Cllr M. Lowe-Flelo (Town Mayor – *ex officio*), Cllr. Matthew Nicholson, Cllr Frances Nixon, Cllr Nick Perkins, Cllr David Walker.

AGENDA

- 1. To receive any apologies and reasons for absence.**
- 2. To receive any declarations of personal or prejudicial interests.**
 - 2.1** In accordance with Section 31 of the Localism Act 2011 members to declare any disposable pecuniary interests in items on this agenda
 - 2.2** The Town Clerk to report any written dispensations in respect of items on this agenda
- 3 Exclusion of Press and Public – Public Bodies (Admissions to Meetings Act 1960) s. 1 (2)**

To consider and resolve any agenda items that require the exclusion of the Press and Public in accordance with the Public Bodies (Admission to Meetings) Act 1960 for matters pertaining to confidential or exempt information.

4. To consider small grant applications from the following; with recommendations to Council.

4.1 Penistone Film Festival – previously presented at FAHR 20/01/2025. Evidence of replacement of Director and second bank signatory presented, with further details of project.

4.2 Penistone Ladies' Choir – new application.

5. To approve (subject to consideration) an amendment to the Financial Regulations as recommended by the Internal Auditor, with recommendation to Council.

6. To approve (subject to consideration) the draft Penistone Town Council Reserves Policy, with recommendation to Council.

7. St John's Community Centre refurbishment project.

7.1 To note sums disbursed to date and to review the potential costs to finish the project.

7.2 To discuss clients' storage at SJCC post refurbishment.

8. Allotments

8.1 To approve (subject to consideration) draft letter of notification re. new annual increase policy to allotment holders' tenancy charges; with evidence of ONS website inflation and prices indices.

8.2 To note email dated 02/03/2025 and response from the Town Clerk dated 04/03/2025; with A comparison of charges at Wilson Ave. and Berrywell Ave. in 2016 and 2024 (forwarded to the Chair).

8.3 To note a schedule of expenditure associated with the allotments from 2013 – present.

9. Paramount Cinema

9.1 To consider and approve (subject to consideration) allocating budgeted funds (£25K) for Paramount repairs to Paramount Earmarked Reserves.

9.2 To consider a quotation for £8,800 (exVAT) for replacement of old/damaged stage lights.

9.3 To note response from Admit One re. tiered booking fees.

9.4 To discuss future strategy regarding Paramount booking fees, with recommendations to Council.

10. Councillors item – Cllr. Frances Nixon

To discuss the setting up of a Working Group for the Paramount Cinema (see Minute No. OTC 2023/8(iii))

11. To note the budget reports (PTC, SJCC and Paramount) for February 2025

12. Date of next meeting – 12 May 2025