

Penistone Town Council

Minutes of the meeting of the Finance, Assets & HR Committee held in the Resource Centre, St John's Community Centre on Monday 07 July 2025 at 7.00pm

Present

Cllr. Anita Kimberley (Chair) Cllr. Jonathan Cutts, Cllr. James Kitching, Cllr. Frances Nixon, Cllr. Nick Perkins

Cllr. Mandy Lowe-Flelo

Not present

Cllr. Wayne Chadburn, Cllr. Hannah Kitching (Town Mayor – *ex officio*), Cllr. Matthew Nicholson, Cllr. Jon Palmer (Vice-Chair), Cllr. David Walker

Nigel Bailey – Town Clerk

Brian Barnsley – Manager, Paramount Cinema

Alison Fleetwood – Finance Officer

Elaine Miller – Asst. Town Clerk

COMMITTEE MEMBERSHIP

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

PUBLIC PARTICIPATION

There were no members of the public in attendance.

FAHR 2025/2026/1 1. TO NOTE ANY APOLOGIES AND APPROVE REASONS FOR ABSENCE FROM COUNCILLORS

The Committee **RESOLVED** to note apologies and approve reasons for absence from Cllrs. Hannah Kitching, Jon Palmer and David Walker.

FAHR 2025/2026/2 2. DECLARATIONS OF PERSONAL OR PREJUDICIAL INTEREST FROM COUNCILLORS

2.1 In accordance with Section 31 of the Localism Act 2011 members to declare any disposable pecuniary interests in items on this agenda.

It was **NOTED** and **RECORDED** that there were no declarations of pecuniary interest. Cllr. Frances Nixon wished to declare a non-pecuniary interest in relation to agenda item 4.1 ; in that she is a volunteer at Penistone FM.

2.2 The Town Clerk to report any written dispensations in respect of items on this agenda.

The Town Clerk reported that there were none.

FAHR 2025/2026/3 3. EXCLUSION OF PRESS AND PUBLIC – PUBLIC BODIES (ADMISSIONS 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 the 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.

The Town Clerk reported that there were no matters prejudicial to the public interest on the agenda.

FAHR 2025/2026/4 4. TO CONSIDER FUNDING APPLICATIONS FROM THE FOLLOWING; WITH RECOMMENDATIONS TO COUNCIL.

4.1 Penistone FM – a small grant application from Penistone FM was presented.

The Committee **NOTED** that Penistone Town Council approved a small grant application from Penistone FM in September 2024. In accordance with the Council's Small Grant Policy Clause 4.8 the Committee declined to consider the application at the present time; however the matter will be deferred to the next Committee meeting on 08 September 2025.

FAHR 2025/2026/5 5. PARAMOUNT CINEMA

5.1 To receive an update from Paramount Manager Brian Barnsley (BB); and to discuss and decide upon any actions resulting therefrom.

- BB suggested that the Council should create a contingency fund to cover sudden and urgent equipment failure at the Paramount; as happened when the projector failed over the recent May Bank Holiday weekend. He reported that there are several pieces of equipment which will need to be replaced within the medium term and it would be prudent to anticipate this requirement.

The Committee asked the Finance Officer to work on a budget for replacement of equipment failures at the Paramount. She will work with BB to put together a list of potential requirements for Paramount equipment and the associated values.

- BB reported that since the restoration of booking fees in June 2025 there have been only 2 negative responses from the public from approximately 1,200 transactions. Cllr. James Kitching noted that the booking fees had not been applied to box office sales and queried this, as the decision of the Committee had been to add booking fees to all tickets to ensure uniformity of pricing.

BB responded that he was under the impression that booking fees could not be added to tickets unless the process of sale carried an additional cost to the provider. He will look into the matter further to determine whether there is any legal reason why booking fees may not be added to box office sales.

BB updated the Committee on the following:

- Recruitment of volunteers will recommence in Autumn 2025.
- On-line ordering of drinks and nachos started on 07 July 2025.
- There are firm bookings of 75 live events in the current year, with a further 15 possibilities in the pipeline. There are 6 cinema hire bookings in the current year.

5.2 To discuss maximising donations to the Paramount Cinema, with recommendations to Council.

BB reported that a donation scheme could be extremely useful as donations had saved other local cinemas from closure. The matter was not further discussed at this time.

FAHR 2025/2026/6 6. TO DISCUSS THE FUTURE ALLOCATION OF THE COUNCIL'S EARMARKED RESERVES AND GENERAL RESERVES (WITH RECOMMENDATIONS TO COUNCIL)- DEFERRED FROM MEETING 12 MAY 2025

The Finance Officer requested that this matter be deferred again as additional work is required.

Moved, Seconded and **RESOLVED** that this matter will be deferred to the next Finance, Assets & HR Committee meeting on 08 September 2025.

FAHR 2025/2026/7 7. J.M. GLENDINNING – TO NOTE THE ANNUAL INSURANCE PREMIUM OF £7,641.16 FOR THE COUNCIL’S COMMERCIAL COMBINED/LIABILITY POLICY

The Committee **NOTED** the insurance premium and the fact that it is reduced from the previous year.

FAHR 20245/2026/8 8. TO NOTE THE PTC FINANCIAL REPORT 01-30 JUNE 2025

The Finance Officer presented the financial report which was **NOTED** by the Committee.

FAHR/2025/2026/9 9. DATE OF NEXT MEETING

The date of the next Finance, Assets & HR Committee meeting will be 08 September 2025.

The meeting concluded at 8pm.

Signed by.....Chair, 28 July 2025