

Penistone Town Council

Minutes of the Ordinary Town Council Meeting held at the Town Hall, Shrewsbury Road, Penistone on Monday 23rd June 2025 at 7.00 p.m.

Present : Cllr. Yvette Cooper, Cllr. Jonathan Cutts, Cllr. Hannah Kitching (Town Mayor), Cllr. James Kitching, Cllr. Mandy Lowe-Flello, , Cllr. Jon Palmer, Cllr. Claire Redmond, Cllr. David Walker

Not present : Cllr. Jason Barton, Cllr. Wayne Chadburn, Cllr. David Greenhough, Cllr. Anita Kimberley, Cllr. Matthew Nichoson, Cllr. Frances Nixon, Cllr. Nick Perkins

In attendance:

N. Bailey, Town Clerk

A. Fleetwood, Finance Officer

E. Miller Assistant Town Clerk

No members of the public were present.

2025/2026/16 1. TO NOTE ANY APOLOGIES AND APPROVE REASONS FOR ABSENCE FROM COUNCILLORS

The Council **RESOLVED** to note apologies and approve reasons for absence from Cllrs. Wayne Chadburn, Anita Kimberley, Frances Nixon and Nick Perkins.

2025/2026/17 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 Clerk reported that there were no written dispensations.

2025/2026/18 3. PUBLIC BODIES (ADMISSION TO MEETINGS ACT) 1960 TO CONSIDER WHETHER ANY AGENDA ITEMS REQUIRE EXCLUSION OF THE PRESS AND PUBLIC.

There were no agenda items requiring exclusion of the press and public.

2025/2026/19 4. MINUTES

TO CONFIRM THE MINUTES OF THE FOLLOWING MEETINGS AS A TRUE AND CORRECT RECORD

4.1 RESOLVED to approve the minutes of the Annual Town Council meeting held on 19th May 2025 as a true and accurate record. The minutes were signed by the Chair.

2025/2026/20 5. CORRESPONDENCE

TO NOTE AND CONSIDER ANY ITEMS OF CORRESPONDENCE

5.1 To discuss and resolve upon a response to a letter dated 17th June 2025 from Sarah Norman the Chief Executive of Barnsley Metropolitan Borough Council; regarding changes to BMBC's local election cycle. The same letter has been sent to all parish/town clerks in the Barnsley area.

BMBC has resolved to change their election cycle from election by thirds to 4-yearly whole council elections; with effect from 7th May 2026. The next election to take place after 2026 would be held in 2030. This means that the local elections which would have been held by BMBC in 2027 and 2028 will now be cancelled. Heretofore the parish/town council elections have been held every 4 years on a separate cycle; the next elections being due in 2027. Under the current system BMBC has shared election costs with the parish/town councils, meaning that the majority of the costs (poll cards, postal votes, staffing and polling station costs) were borne by BMBC. Going forward however, if the parish/town council elections are held as stand alone elections in 2027 the entire cost will be borne by the parish/town councils.

Under Section 53 of the Local Government and Public Involvement in Health Act 2007 BMBC has the power to amend the election cycle of all the parish/town councils to coincide with their own. Should BMBC choose to exercise this power, all the current parish/town councillors would lose a year of their term of office; with elections being held in 2026 instead of 2027.

The letter from Sarah Norman asks the parish/town councils whether they wish BMBC to exercise its power as described above. Should the responses show a consensus that BMBC should make this change they will do so and all Barnsley elections for the next term will be held in 2026 and then every 4 years thereafter. Should there be no consensus however the current position will be maintained and the parish/town councils will have to bear the full cost of the elections.

The Councillors discussed the implications of the letter. The advantages of sharing an election cycle with BMBC would be both financial (in terms of saving public money) and democratic; in that voter turnout would be higher in shared elections than in stand alone elections. The Chair asked the Council to vote on the matter and they voted unanimously that these advantages outweigh the loss of a year of the term of office for the current incumbents.

RESOLVED that the Town Clerk will respond that BMBC should exercise its power under Section 53 of the Local Government and Public Involvement in Health Act 2007 to amend the election cycle of parish/town councils to coincide with their own.

**2025/2026/21 6. MAYOR'S INVITATIONS
TO NOTE ANY INVITATIONS RECEIVED BY THE MAYOR**

6.1 The Mayor accepted an invitation to the Mayor of Barnsley's Civic Service at St Mary's Parish Church (Barnsley) on 12th June 2025. The invitation was duly **NOTED** by the Council.

6.2 The Mayor declined an invitation to the Mayor of Morley's Civic Service on 6th July 2025. The invitation was duly **NOTED** by the Council.

6.3 The Mayor declined an invitation to Normanton Town Council's Summer Band Concert on 29th June 2025. The invitation was duly **NOTED** by the Council.

6.4 The Mayor declined an invitation to the Mayor of Normanton's coffee morning on 20th June 2025. The invitation was duly **NOTED** by the Council.

6.5 The Mayor accepted an invitation to the Yorkshire Day celebrations at Bradford City Hall on 1st August 2025. The Deputy Mayor Cllr. Mandy Lowe-Flelo will accompany the Mayor to this engagement. The invitation was duly **NOTED** by the Council.

6.6 The Mayor declined an invitation to Dunford Summer Fun Day on 12th July 2025 due to a previous engagement. The Mayor-Elect Cllr. Anita Kimberley will deputise for the Mayor.

2025/2026/22 7. PENISTONE TOWN COUNCIL EXPENDITURE

PLEASE NOTE Full lists of invoices / payments under Agenda Item 7 can be found under the Finance section (PTC / Paramount Outgoings) of Penistone Town Council's website :
<https://penistonetowncouncil.gov.uk/>

TO APPROVE THE FOLLOWING ITEMS OF EXPENDITURE /MONTHLY REPORTS

7.1 Penistone Town Council budget report 1st – 31st May 2025

RESOLVED the Penistone Town Council budget report for the period 1st- 31st May 2025 be noted and approved. The report was signed by the Chair.

7.2 St John's Community Centre budget report 1st- 31st May 2025

RESOLVED the St John's Community Centre budget report for the period 1st- 31st May 2025 be noted and approved. The report was signed by the Chair.

7.3 Paramount budget report 1st- 31st May 2025

RESOLVED the Paramount budget report for the period 1st- 31st May 2025 be noted and approved. The report was signed by the Chair.

7.4 Penistone Town Council bank reconciliation as at 31st May 2025

RESOLVED the Penistone Town Council bank reconciliation as at 31st May 2025 be noted and approved. The bank reconciliation was signed by the Chair.

7.5 Penistone Town Council expenditure report 10th May 2025 – 6th June 2025 - **£ 89,017.47**

RESOLVED the Penistone Town Council expenditure report for the period 10th May 2025 – 6th June 2025 be noted and approved. The report was signed by the Chair.

7.6 Penistone Town Council credit card expenditure report 6th April 2025 – 3rd May 2025 **£ 142.79**

RESOLVED the Penistone Town Council credit card expenditure report 6th April 2025 – 3rd May 2025 be noted and approved. The report was signed by the Chair.

7.7 Penistone Town Council petty cash expenditure report 1st April 2025 – 31st May 2025 **£ 127.83**

RESOLVED the Penistone Town Council petty cash expenditure report 1st April 2025 – 31st May 2025 be noted and approved. The report was signed by the Chair.

7.8 Paramount expenditure report 10th May 2025 – 6th June 2025 - **£ 61,697.09**

RESOLVED the Paramount expenditure report for the period 10th May 2025 – 6th June 2025 be noted and approved. The report was signed by the Chair.

7.9 Paramount credit card expenditure report 21st March 2025 – 20th April 2025 - **£ 974.10**

RESOLVED the Paramount credit card expenditure report 21st March 2025 – 20th April 2025 be noted and approved. The report was signed by the Chair.

7.10 Paramount petty cash expenditure report 1st April 2025 – 30th May 2025 - **£ 213.67**

RESOLVED the Paramount petty cash expenditure report 1st April 2025 – 30th May 2025 be noted and approved. The report was signed by the Chair.

7.11 Penistone Town Council financial summary 1st – 31st May 2025 (presentation)

RESOLVED the Penistone Town Council financial summary for the period 1st- 31st May 2025 be noted and approved. The summary was signed by the Chair.

2025/2026/23 8. FINANCIAL MATTERS AND GOVERNANCE

8.1 TO NOTE BARNSLEY METROPOLITAN BOROUGH COUNCIL'S INVOICES (3) TOTALLING £54,139.50 FOR THE SUPPLY OF UTILITIES TO THE PARAMOUNT CINEMA / TOWN HALL BUILDING 01 APRIL 2022 – 31 MARCH 2025.

The Finance Officer drew the Council's attention to the three annual invoices which have recently been received from BMBC further to two years of requests from the FO. She advised the Council that she has accrued money to cover these expenses and has arranged that payment will be made in instalments.

RESOLVED that the invoices from BMBC be noted. The Chair thanked the Finance Officer for her management of the situation and asked her to ensure that no interest or late fees be applied to the instalment payments as the delay was not caused by PTC; also to continue her best efforts to obtain the invoices in a timely manner.

8.2 TO NOTE AN INVOICE IN THE SUM OF £6,838.80 FROM OMNEX PROFILM FOR REPLACEMENT OF THE PARAMOUNT PROJECTOR LAMP

The Finance Officer asked the Councillors to note this unexpected large invoice which will appear in next month's Paramount expenditure report. This arose from an emergency situation when the Paramount projector lamp failed and had to be replaced over the end of May Bank Holiday weekend.

RESOLVED that the invoice from Omnex Profilm be noted.

8.3 TO DISCUSS THE BALANCE OF MEMBERSHIP OF PENISTONE TOWN COUNCIL'S STANDING COMMITTEES AND MAKE ANY ADJUSTMENTS DEEMED NECESSARY.

The Town Clerk asked the Council to note that the Finance, Assets & HR Committee currently has 12 members whereas the Events & Leisure Committee has 7.

RESOLVED further to discussion that Cllr. Mandy Lowe-Flello will step down from the Finance, Assets & HR Committee and join the Events & Leisure Committee; also that Cllr. David Greenhough will step down from the Finance, Assets & HR Committee.

2025/2026/24 9. COUNCILLORS' ITEMS

No councillors' items were submitted in time for the agenda. The Chair, Mayor Hannah Kitching, informed the meeting that she had received an email from Cllr. Frances Nixon, Chair of the Events & Leisure Committee who had to send apologies for the meeting. The Mayor stated that she wished to join with Cllr. Nixon in thanking all the PTC personnel who volunteered at the Penistone Mayor's Parade & Gala on 8th June 2025; and/or donated tombola prizes. The Gala and Parade were very well attended and, despite sometimes inclement weather, hundreds of local families stayed on the Penistone Showground enjoying the wide range of family entertainment on display. The PTC tombola stall raised £250 for the Mayor's charities, Barnsley Sexual Abuse & Rape Crisis Service and White Ribbon UK.

2025/2026/25 10. PARAMOUNT CINEMA

10.1 TO RECEIVE AND NOTE THE PARAMOUNT EVENT ANALYSIS 01 – 31 MAY 2025

RESOLVED that the Paramount event analysis dated 01 – 31 May 2025 be noted.

10.2 TO RECEIVE AND NOTE THE PARAMOUNT MANAGER’S REPORT DATED 16 JUNE 2025

RESOLVED that the Paramount Manager’s Report dated 16 June 2025 be noted.

Cllr. Jon Palmer noted that the attendance figures for May are disappointing. He suggested that the Manager’s Report should reflect on recent performance and offer some analysis where figures are lower than expected. He further noted that some films being shown are already widely available on streaming services; and queried the rationale for showing these at all.

The Councillors **NOTED** that the next Paramount management meeting will be held on Monday 7th July 2025 and that these queries can be addressed therein. The Councillors further **NOTED** that the Finance, Assets & HR Committee will next meet on the evening of 7th July. They requested that a member of the Paramount management team should attend every FAHR Committee meeting.

2025/2026/26 11. TOWN CLERK

11.1 To note the Town Clerk’s verbal report.

The Town Clerk gave a verbal update on the progress of the renovations at St. John’s Community Centre, which are in the final stages.

RESOLVED that the Town Clerk’s verbal report be noted.

11.2 TO DISCUSS THE TOWN CLERK’S PROPOSAL FOR RE-OPENING ST JOHN’S COMMUNITY CENTRE AND AGREE DATES ACCORDINGLY.

The Town Clerk presented a proposal to re-open St John’s Community Centre on Monday 14th July 2025; with an open event to celebrate the re-opening being held on the evening of Thursday 10th July 2025. Former clients and prospective clients will be invited to see the renovated building. Booking forms and related documentation to be available at the event.

The Mayor requested that the Clerks should formally request that the Councillors are present at the open event on 10th July; and that they should invite Barnsley Sexual Abuse & Rape Crisis Service to attend.

RESOLVED that the Town Clerk’s proposal for re-opening St John’s Community Centre be approved.

2025/2026/27 12. TO NOTE AND / OR CONSIDER ANY PLANNING APPLICATIONS RECEIVED FROM BARNSELY METROPOLITAN BOROUGH COUNCIL

Planning application nos. 2025/0338, 2025/0497, 2025/0033 and a consultation regarding a diversion of footpaths (associated with application 2025/0033) were considered.

RESOLVED that the list of planning applications was duly **NOTED** with no objections from the Council.

2025/2026/28 13. TO CONFIRM THE DATE AND TIME OF THE NEXT ORDINARY TOWN COUNCIL MEETING.

RESOLVED that the next Council meeting will be held at 7.00 pm on Monday 28th July 2025.

The meeting concluded at 7.54 pm.

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