



PENISTONE TOWN COUNCIL



ST. JOHN'S COMMUNITY CENTRE
Church Street, Penistone, Sheffield S36 6AR
Tel: 01226 370088/370857
Town Clerk: Nigel Bailey
Email: clerk@penistonetowncouncil.gov.uk
www.penistonetowncouncil.gov.uk

SUMMONS

17 September 2025

Dear Councillor,

You are hereby summoned to the ordinary meeting of the Town Council to be held on
Monday 22nd September 2025 at 7pm to be held at the Council Chamber, Town Hall, Shrewsbury Road,
Penistone.

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 faithfully,

Nigel Bailey, Town Clerk

Penistone Town Councillors: Cllr. Jason Barton, Cllr. Wayne Chadburn, Cllr. Yvette Cooper, Cllr. Jonathan Cutts, Cllr. David Greenhough, Cllr. Anita Kimberley, Cllr. Hannah Kitching (Town Mayor), Cllr. James Kitching, Cllr. Mandy Lowe-Flello, Cllr. Matthew Nicholson, Cllr. Frances Nixon, Cllr. Jon Palmer, Cllr. Nick Perkins, Cllr. Claire Redmond, 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 (Admission to Meetings Act) 1960**

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

3.1 To consider and resolve to exclude the press and public from Item 8.3 which refers to confidential matters.

4 To confirm the minutes of the following meetings, (Circ. herewith) as a true and correct record

4.1 Ordinary Town Council Meeting 28 July 2025.

4.2 Finance, Assets & HR Committee Meeting 08 September 2025

5 To note and to consider any items of correspondence (circulated where appropriate)

5.1 To note a Freedom of Information request received 07/09/2025

6 To note the Mayor's invitations (accepted)

6.1 Launch of Barnsley Independent Alzheimer's & Dementia Support (BIADS) Penistone drop-in group sessions – 17 September 2025

6.2 Penistone Ward Alliance Celebration/Awards Event – to present the Mayor's Award. Cubley Hall, Penistone – 06 November 2025

7 To note and approve the following items of expenditure/monthly reports (Circulated)

7.1 Penistone Town Council budget reports July & August 2025

7.2 St John's Community Centre budget reports July & August 2025

7.3 Paramount budget reports July & August 2025

7.4 PTC bank reconciliations July & August 2025

7.5 Penistone Town Council expenditure 19/07/25-12/09/25 **£ 74,176.71**

7.6 Penistone Town Council credit card expenditure **£ not tabled**

7.7 Penistone Town Council petty cash expenditure 31/05/25-13/08/25 **£ 153.67**

7.8 Paramount expenditure 19/07/25-12/09/25 **£ 101,201.30**

7.9 Paramount credit card expenditure 21/06/25-20/07/25 **£ 290.21**

7.10 Paramount petty cash payments 01/06/25-09/09/25 **£ 203.77**

7.11 Penistone Town Council Financial Summaries July & August 2025 (presentations)

8 Financial Matters and Governance.

8.1 To receive and note the Council's Annual Internal Audit Report 2024-25 and Notice of Conclusion of Audit from Julie Winham CMFIIA

8.2 To receive and note the Council's Annual Governance & Accountability Return 2024-25 (Sections 1,2, & 3) from PFK Littlejohn LLP

8.3 To receive and note an update from the Community Asset Transfer Working Group regarding an ongoing asset transfer.

8.4 To confirm approval of small grants : £489 to Penistone FM and £400 to 30 for a Reason; as recommended by the FAHR Committee on 08/09/2025 (Minute no. FAHR 2025/2026/13/4).

9 Councillors' items.

None at this time.

10 Paramount Cinema

10.1 To receive and note the Paramount Event Analyses, July & August 2025

10.2 To receive and note the Paramount Managers report

11 Town Clerk's report (verbal)

11.1 To receive and note the Town Clerk's report (verbal)

12 To note and/or consider any planning applications received from Barnsley MBC

Applications (all prefixed 2025) 0559, 0569, 0674, 0549, 0655, 0646, 0668, 0696, 0621, 0658, 0718, 0778 and 0615

13 To confirm the time and date of the next Town Council Meeting (27th October 2025)

