



PENISTONE TOWN COUNCIL

ST. JOHN'S COMMUNITY CENTRE
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SUMMONS

05 November 2025

Dear Councillor,

You are hereby summoned to the committee meeting of the Finance, Assets & HR Committee to be held on Monday 10th November 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. Anita Kimberley (Chair), Cllr. Jon Palmer (Vice-Chair), Cllr. Wayne Chadburn, Cllr. Jonathan Cutts, Cllr. James Kitching, Cllr. Hannah Kitching (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.

3.1 To consider and resolve to exclude the press and public from Items 5 and 6.1 which refer to confidential information.

4. Penistone Allotments - To consider a letter dated 23 October 2025 from the Penistone & District Allotment Society (circulated).

5. Ongoing Asset Transfer – to consider budgeting concerns regarding the ongoing asset transfer.

6. To consider the following items in preparation for the budget and precept meeting in January 2026

6.1 Penistone Town Council proposed wages changes 2026/2027

6.2 Penistone Town Council revenue streams – to include : bookings at St John’s Community Centre, public toilets, hanging baskets.

6.3 Paramount Cinema revenue streams – to include : film admissions, event income, booking fees, bar/kiosk margins, booklet advertising, screen advertising.

6.4 Penistone Town Council expenditure – to include : small grants budget, events budget, external events budget (e.g. Round table), floral displays, Christmas lights, Mayor’s allowance, staff & Council training, buildings maintenance, defibrillator / health & safety costs, contingency funds for unscheduled costs.

7. To discuss the future allocation of the Council’s Earmarked Reserves and General Reserves (with recommendations to Council) – deferred from FAHR meetings July & September 2025

8. Date of next meeting – 12 January 2026 – precept meeting (to be confirmed).