

Penistone Town Council

Minutes of the Ordinary Town Council Meeting held at the Town Hall, Shrewsbury Road, Penistone on Monday 27th October 2025 at 7.00 p.m.

Present : Cllr. Jonathan Cutts, Cllr. Hannah Kitching (Chair, Town Mayor), Cllr. James Kitching, Cllr. Mandy Lowe-Flello (Deputy Town Mayor), Cllr. Frances Nixon, Cllr. Jon Palmer, Cllr. Nick Perkins, Cllr. Claire Redmond, Cllr. David Walker

Not present : Cllr. Jason Barton, Cllr. Wayne Chadburn, Cllr. Yvette Cooper, Cllr. David Greenhough, Cllr. Anita Kimberley, Cllr. Matthew Nicholson

In attendance:

Mr. Nigel Bailey, Town Clerk

Ms Alison Fleetwod, Finance Officer

Ms. Elaine Miller, Assistant Town Clerk

One member of the public Mr. Martin Curson was present. The Mayor asked Mr. Curson if he wished to address the Council in the public participation time prior to the meeting. Mr Curson, a recipient of the Freedom of the Town of Penistone Award, raised his concerns that rubbish in some of the dustbins in the Back Lane/ Market Barn area of Penistone is not being regularly emptied. The Mayor agreed to raise the issue with Barnsley Metropolitan Borough Council waste collections department.

2025/2026/55 1. TO NOTE ANY APOLOGIES AND APPROVE REASONS FOR ABSENCE FROM COUNCILLORS

The Council **RESOLVED** to note apologies and approve reasons for absence from : Cllr. Wayne Chadburn, Cllr. Yvette Cooper and Cllr. Anita Kimberley.

2025/2026/56 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.

2025/2026/57 3. PUBLIC BODIES (ADMISSION TO MEETINGS ACT) 1960

TO CONSIDER WHETHER ANY AGENDA ITEMS REQUIRE EXCLUSION OF THE PRESS AND PUBLIC.

3.1 To consider and resolve to exclude the press and public from Item 8.1 which refers to confidential matters.

RESOLVED that members of the press and public should be excluded from Item 8.1.

2025/2026/58 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 Ordinary Town Council meeting held on 22nd September 2025 as a true and accurate record. The minutes were signed by the Chair.

2025/2026/59 5. CORRESPONDENCE

TO NOTE AND CONSIDER ANY ITEMS OF CORRESPONDENCE

5.1 Penistone Town Council has been invited by Yorkshire Local Councils Associations to nominate a serving Councillor to be invited to the 2026 Royal Garden Party (date to be confirmed, traditionally held in May). Nomination does not guarantee an invitation.

Further to discussion Cllr. Nick Perkins suggested that the Council should nominate Deputy Mayor Cllr. Mandy Lowe-Flello, who served as Penistone Town Mayor in the municipal years 2023/2024 and 2024/2025. The Council unanimously **RESOLVED** to nominate Cllr. Lowe-Flello.

5.2 Invitations to the Mayor and Councillors to attend the Remembrance Service at Penistone Grammar School on Friday 7th November 2025 at 10.45am.

The Councillors acknowledged receipt of the invitations. Mayor Hannah Kitching confirmed that she will attend the Remembrance Service.

5.3 Invitations to the Mayor and Councillors to attend the unveiling of a blue plaque commemorating the original site of Penistone Grammar School at The Vault, Church Street, Penistone on 14th November 2025 at 11.30am (postponed from 5th September 2025).

The Councillors acknowledged receipt of the invitations. Mayor Hannah Kitching confirmed that she will attend the event.

2025/2026/60 6. MAYOR'S INVITATIONS

TO NOTE ANY INVITATIONS RECEIVED BY THE MAYOR

6.1 Annual Penistone Bonfire organised by Penistone Round Table, Penistone Showground 8th November 2025 at 7pm.

Mayor Hannah Kitching confirmed that she has accepted this invitation and has also agreed to light the bonfire.

The Mayor's invitations and engagements were **NOTED** by the Council.

2025/2026/61 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 – 30th September 2025.

RESOLVED the Penistone Town Council budget report for the period 1st – 30th September 2025 be noted and approved. The report was signed by the Chair.

7.2 St John's Community Centre budget report 1st – 30th September 2025.

RESOLVED the St John's Community Centre budget report for the period 1st – 30th September 2025 be noted and approved. The report was signed by the Chair.

7.3 Paramount budget report 1st – 30th September 2025.

RESOLVED the Paramount budget report for the period 1st – 30th September 2025 be noted and approved. The report was signed by the Chair.

7.4 Penistone Town Council bank reconciliation as at 30th September 2025

RESOLVED the Penistone Town Council bank reconciliation as at 30th September 2025 be noted and approved. The bank reconciliation was signed by the Chair.

7.5 Penistone Town Council expenditure report 13th September – 17th October 2025 - **£ 13,836.13**

RESOLVED the Penistone Town Council expenditure report for the period 13th September – 17th October 2025 be noted and approved. The report was signed by the Chair.

7.6 Penistone Town Council credit card expenditure – not tabled.

7.7 Penistone Town Council petty cash expenditure – not tabled.

7.8 Paramount expenditure report 13th September – 17th October 2025 - **£ 80,784.76**

RESOLVED the Paramount expenditure report for the period 13th September – 17th October 2025 be noted and approved. The report was signed by the Chair.

7.9 Paramount credit card expenditure report 21st July – 20th September 2025 - £ 2,151.00

RESOLVED the Paramount credit card expenditure report for the period 21st July – 20th September 2025 be noted and approved. The report was signed by the Chair.

7.10 Paramount petty cash expenditure – not tabled.

7.11 Penistone Town Council financial summary 1st – 30th September 2025 (presentation)

The Finance Officer presented the financial summary to the Council.

RESOLVED the Penistone Town Council financial summary for the period 1st – 30th September 2025 be noted and approved. The summary was signed by the Chair.

2025/2026/62 8. FINANCIAL MATTERS AND GOVERNANCE

8.1 To receive an update on an ongoing asset transfer from the Chair of the Working Group.

Further to the resolution made (minute no. 2025/2026/57/3/3.1) this item was to be discussed *in camera*; however the member of the public present left the meeting during Item 7.

In the absence of the Chair of the Working Group Cllr. Anita Kimberley, Cllr. James Kitching gave the update with assistance from the Town Clerk.

RESOLVED that the Council received and **NOTED** the update from the Working Group.

8.2 To consider a funding application (£2,500 for advisory speed limit lights outside Penistone Grammar School) from the Health & Safety Governor of Penistone Grammar School.

Several Penistone Town Councillors, including Mayor Hannah Kitching, are governors of the Penistone Grammar School Foundation Trust and are familiar with this request; which originates from a road safety initiative supported by Ward Alliance. Mayor Kitching explained that Penistone Grammar School and PGS Foundation Trust had agreed to cover the cost of this project between themselves. Discussion took place in which the Councillors noted that this is primarily a matter for the Principal Authority; and that Penistone Town Council's limited grant budget is intended for small community groups which have very few sources of funding.

Further to discussion the Mayor put the matter to a vote by show of hands. **RESOLVED** that the Council will decline the request, with 6 Councillors voting to decline and 3 abstentions. It was further **AGREED** that the Council's small grant application form will be sent to the requestor.

8.3 To note an update regarding Council election cycles from Barnsley Metropolitan Borough Council Head of Elections

The BMBC Head of Elections has written to the Town Clerk confirming that the issue of changing the parish council and borough council 4-year election cycles so they coincide, beginning on 7th May 2026, will be resolved at the BMBC full council meeting on 27th November 2025. The communication also stated that all the parish councils which expressed a preference supported the change. Penistone Town Council agreed to support the change as recorded (minute no. 2025/2026/20/5.1, June 2025).

The communication from BMBC Head of Elections was **NOTED** by the Council.

2025/2026/63 9. COUNCILLORS' ITEMS

None at this time.

2025/2026/64 10. PARAMOUNT CINEMA

10.1 To receive and note the Paramount Event Analysis for September 2025

The Finance Officer reported that the film Downton Abbey made over £7,000 profit, making it the most successful film of 2025.

RESOLVED that the Paramount event analysis for September 2025 be **NOTED**.

10.2 To receive and note the Paramount Manager's report dated 21st October 2025

RESOLVED that the Paramount Manager's Report dated 21st October 2025 be **NOTED**.

2025/2026/65 11. TOWN CLERK

11.1 To note the Town Clerk's verbal report.

The Town Clerk reported on the following matters:

- Remembrance Parade 9th November 2025 - The Clerk continues to attend the organising committee meetings and work with the committee on arrangements for Remembrance.
- Plans for the Christmas lights switch-on on 29th November 2025 are ongoing. The Penistone Round Table has agreed to assist with marshalling for the Tractor Run, this help together with extra marshals from the Tractor Lads and PTC personnel should be enough. The office to remind all Councillors of the date and ask them to be present if possible.
- The Clerk reported that so far the new storage arrangements at St John's Community Centre are working well; invoices are being issued for the charges and the clients have been co-operative.

- The Clerk drew the Council's attention to the fact that local children's safety charity campaigner Claire Throssell MBE has recently succeeded in persuading the government to make amendments to the Children Act 1989 to protect children in family law cases from known domestic abusers by removing the presumption of contact with both parents. The Councillors unanimously agreed that this should be recognised by the Council. Mayor Kitching asked the Clerk to raise an agenda item for discussion on the agenda of the next full Council meeting in November.
- Cllr. Mandy Lowe-Flello asked the Clerk about the current status of the Penistone Archives Group. This was answered by Cllr. Nick Perkins from the Penistone Heritage Group, who reported that their next AGM on 13th November 2025 will formally join the two groups together.

11.2 To confirm Penistone Town Council's representatives to lay wreaths on Remembrance Day (9th November 2025).

It was **AGREED** that Mayor Hannah Kitching will lay the wreath at Penistone War Memorial at the town's Remembrance Service/Parade. Cllrs. David Walker, and Frances Nixon will lay wreaths at Hoylandswaine and Thurlstone respectively.

2025/2026/66 12. TO NOTE AND / OR CONSIDER ANY PLANNING APPLICATIONS RECEIVED FROM BARNSELY METROPOLITAN BOROUGH COUNCIL

Planning application nos. (all prefixed 2025) 0161, 0772, 0801, 0787 and 0852 were considered.

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

2025/2026/67 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 24th November 2025.

The meeting concluded at 8.07 pm.

Signed by.....Chair, 24th November 2025