

Penistone Town Council

Minutes of the Ordinary Town Council Meeting held at the Town Hall, Shrewsbury Road, Penistone on Monday 24th November 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. Jon Palmer, Cllr. David Walker

Not present : Cllr. Jason Barton, Cllr. Wayne Chadburn, Cllr. Yvette Cooper, Cllr. David Greenhough, Cllr. Anita Kimberley, Cllr. Matthew Nicholson, Cllr. Frances Nixon, Cllr. Nick Perkins, Cllr. Claire Redmond

In attendance:

Mr. Nigel Bailey, Town Clerk

Ms. Elaine Miller, Assistant Town Clerk

One member of the public Mr. Tom Wright (Vice-Chair of Penistone Church Football Club) was present. Further to the Mayor's invitation to speak, Mr. Wright outlined the plans Penistone FC have to improve facilities at the club; including the provision of a full size AstroTurf pitch. This would enable several teams to train at one time, at the moment they have to travel further afield to use the facilities of other clubs. Further improvements include the provision of more parking spaces and a new clubhouse and changing facilities. The club wishes to increase the number of teams, to include more girls and ladies' teams as well as teams for people who have disabilities. Mr. Wright explained that the improvements will not increase the size/footprint of the club. Much of the funding (66%) has already been secured from the Football Foundation, Barnsley Metropolitan Borough Council has pledged \$106 funds and the National Lottery is also supporting the project.

Mr. Wright wished to inform the Council of Penistone Church FC's plans and ask for the support of the Councillors, initially by writing a letter in support of the project to assist with the planning process.

Mayor Kitching thanked Mr. Wright for the information and expressed her support for the club's efforts with inclusivity and public engagement. She stated that Penistone Town Council supports this valuable Penistone club which provides benefit to so many local residents of all ages, especially in light of the fact that there are limited facilities for young people in the town. Mayor Kitching asked Mr. Wright to keep the PTC office as well as herself updated with their plans and this was agreed. Mr Wright left the meeting after he had addressed the Council.

The Councillors present unanimously expressed their support for Penistone Church FC. The Mayor will sign a letter of support for the club.

2025/2026/68 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, Cllr. Anita Kimberley, Cllr. Frances Nixon and Cllr. Nick Perkins

2025/2026/69 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.

2025/2026/70 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, should any arrive before the matter was discussed. In the event no members of the public were present during the discussion of Item 8.1.

2025/2026/71 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 27th October 2025 as a true and accurate record. The minutes were signed by the Chair.

4.2 RESOLVED to approve the minutes of the Finance, Assets & HR Committee meeting held on 10th November 2025 as a true and accurate record. The minutes were signed by the Chair.

2025/2026/72 5. CORRESPONDENCE

TO NOTE AND CONSIDER ANY ITEMS OF CORRESPONDENCE

There was no correspondence for consideration.

2025/2026/73 6. MAYOR'S INVITATIONS TO NOTE ANY INVITATIONS RECEIVED BY THE MAYOR

6.1 The Mayor will attend the Mayor of Barnsley's annual Civic Carol Service at St Mary's Church, Barnsley, at 4pm on 18th December 2025.

Mayor Hannah Kitching reported that she has also accepted :

- An invitation to join the Penistone (South Yorkshire) Armed Forces & Veterans Breakfast Club at 10am on 29th November 2025.
- An invitation to attend a concert by the Barnsley Singers, Holy Rood Church, Barnsley on the evening of 29th November 2025

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

2025/2026/74 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 October 2025.

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

7.2 St John's Community Centre budget report 1st – 31st October 2025.

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

7.3 Paramount budget report 1st – 31st October 2025.

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

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

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

7.5 Penistone Town Council expenditure report 18th October – 7th November 2025 - **£ 11,413.81**

RESOLVED the Penistone Town Council expenditure report for the period 18th October – 7th November 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 report for the period 19th August – 24th October 2025 - **£191.24**

RESOLVED the Penistone Town Council petty cash expenditure report for the period 19th August – 24th October 2025 be noted and approved. The report was signed by the Chair.

7.8 Paramount expenditure report 18th October – 7th November 2025 - **£ 33,106.45**

RESOLVED the Paramount expenditure report for the period 18th October – 7th November 2025 be noted and approved. The report was signed by the Chair.

7.9 Paramount credit card expenditure – not tabled.

7.10 Paramount petty cash expenditure report for the period 10th September – 7th November 2025 - **£230.16.**

RESOLVED the Paramount petty cash expenditure report for the period 10th September – 7th November 2025 be noted and approved. The report was signed by the Chair.

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

The Town Clerk presented the financial summary to the Council.

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

2025/2026/75 8. FINANCIAL MATTERS AND GOVERNANCE

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

In the absence of the Chair of the Working Group Cllr. Anita Kimberley, Mr. Bailey the Town Clerk gave the update.

RESOLVED that the Council received and **NOTED** the update from the Town Clerk.

8.2 To note that the projected statutory increases to wages will result in projected additional costs of £20,000 to the Council in the financial year 2026/2027.

RESOLVED that the Council received and **NOTED** the projected statutory increases.

2025/2026/76 9. COUNCILLORS' ITEMS

None at this time.

2025/2026/77 10. PARAMOUNT CINEMA

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

The Town Clerk presented the analysis to the Council. The Councillors discussed how the Paramount could respond to poor film ticket sales by pro-active booking to increase the number of live events. They also discussed promotion of the advance drinks booking facility.

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

10.2 To receive and note the Paramount Manager's report dated 18th November 2025

RESOLVED that the Paramount Manager's Report dated 18th November 2025 be **NOTED**.

2025/2026/78 11. TOWN CLERK

11.1 To note the Town Clerk's verbal report.

The Town Clerk reported on the following matters:

- The Christmas lights switch-on 29th November 2025. The Clerk reported that as usual the installation of the Christmas lights was complicated by the fact that Penistone has no central power source; however he is hopeful that the lights switch-on will proceed smoothly with the assistance of some of the local businesses who have kindly agreed for some lighting to be powered from their premises. Other plans are on track including marshalling for the lights switch-on and Tractor Run. **Note to Councillors** – could all Councillors who have agreed to assist with marshalling please meet at St John the Baptist lych-gate 3.45-4pm on Saturday 29th November.

11.2 To consider draft community award/honorary freeperson policies

RESOLVED that this matter be deferred to the Ordinary Town Council meeting in February 2026.

2025/2026/79 12. TO NOTE AND / OR CONSIDER ANY PLANNING APPLICATIONS RECEIVED FROM BARNSELY METROPOLITAN BOROUGH COUNCIL

Planning application nos. (all prefixed 2025) 0918 and 0944 were considered together with footpath diversion FP54.

RESOLVED that the list of planning applications and the footpath diversion were duly **NOTED** with no objections from the Council.

2025/2026/80 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 26th January 2026.

The meeting concluded at 7.59 pm.

Signed by.....Chair, 26th January 2026