

## Penistone Town Council

Minutes of the Ordinary Town Council Precept Meeting held at the Council Chamber, Town Hall, Shrewsbury Road, Penistone on Monday 24<sup>th</sup> January 2022 at 7.00 p.m.

**Present: The Mayor Cllr A. Millner in the Chair**, Deputy Mayor Cllr G. Millner and Councillors Barraclough, Cutts, Hayton, Rusby, Shiggins, Unsworth and Walker.

Also present

T. Ball – Town Clerk  
E. Miller – Assistant to the Clerk

There were no members of the public present.

### **2021/117 1. TO NOTE ANY APOLOGIES AND APPROVE REASONS FOR ABSENCE**

Apologies were received from Cllrs Hinchcliff, Kimberley, and Cllr Perkins with reasons for absence approved.

### **2021/118 2. DECLARATIONS OF PERSONAL OR PREJUDICIAL INTEREST FROM COUNCILLORS**

In accordance with Section 31 of the Local Government Act 2011, the Chair invited declarations of interest.

2.1 In accordance with Section 31 of the Localism 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.

It was **NOTED** and **RECORDED** that there were no declarations of personal or prejudicial interest.

2.2 The Town Clerk to report any written dispensations in respect of items on this agenda.

The Clerk reported that there were none.

**2021/119 3. EXCLUSION OF THE PRESS AND PUBLIC – PUBLIC BODIES (ADMISSION TO MEETINGS ACT) 1960.**

There were no items for the exclusion of public and press to be discussed.

**2021/120 4. FINANCIAL MATTERS**

4.1 To approve the Town Council's budget and precept for 2022/23.

**Precept - £194,731, including a 3% increase for 2022 to 2023 and CTSG £9,860**

**Total £204,591**

**Income**

Allotment rents £872

Town Council £1,420

Community Centre £42,720

Paramount £466,150

**Reserves**

Fwd. forecast general reserves 2022/23 £190,845

Ear-marked reserves £84,155

**Budget**

**Town Council**

£150,932

**Community Centre**

£96,485

**Paramount Cinema**

£468,733

**General reserves**

£190,845

**Ear-marked reserves**

**£84,155 total**

£44,580 Extension community centre

£39,575 Paramount renewals

Moved by Cllr Barraclough, Seconded by Cllr Hayton and **RESOLVED** that the precept for 2022/2023 be set as £194,731, including a 3% increase in line with inflation plus a CTSG of £9,860 in line with Council tax band D households, and that the above budget be approved.

4.2 To confirm the minutes of the Ordinary Town Council meeting held on Monday 20<sup>th</sup> December 2021, as a true and correct record.

Moved by Cllr Walker, Seconded by Cllr G. Millner and **RESOLVED** that they were a true

record.

**2021/121 5. TO APPROVE THE FOLLOWING ITEMS OF EXPENDITURE (CIRC. WHERE APPROPRIATE)**

**5.1** General Account            £14,649.29

Moved by Cllr Shiggins, Seconded by Cllr Barraclough and **RESOLVED** the above account be approved and noted.

**5.2** Paramount Account    £45,173.57  
Paramount Petty Cash £189.43

Moved by Cllr Cutts, Seconded by Cllr Unsworth and **RESOLVED** the above account be approved and noted.

**5.3** Retrospective credit card transactions    November to December - PTC £33.82

Retrospective credit card transactions    November to December 2021 – Paramount - £936.45

Moved by Cllr Cutts, Seconded by Cllr Walker and **RESOLVED** the above account be approved and noted.

**5.4** Bank reconciliation for the month ending 31st December 2021.

Moved by Cllr Barraclough, Seconded by Cllr Unsworth and **RESOLVED** the above account be approved and noted.

**5.5** To review management accounts for month ending 31st December 2021.

Moved by Cllr Shiggins, Seconded by Cllr Hayton and **RESOLVED** the above account be approved and noted.

**2021/122 6. FINANCIAL MATTERS AND GOVERNANCE**

**6.1** To approve the Town Council's investment accounts and policy 2022.

The Clerk had circulated prior to the meeting an investment account comparison report due to the forthcoming maturity of the Santander Time Deposit Account on the 24<sup>th</sup> February 2022.

Cllr Barraclough reported that the best rate of interest was with the Hampshire Trust Bank for the 2 year fixed rate business bond at the current rate of 1.30% AER.

The Town Clerk advised the Council that it would be prudent to have an investment policy as part of forward planning.

Moved by Cllr Walker, Seconded by Cllr Unsworth and **RESOLVED** that the Finance and HR Committee are to work in conjunction with the Clerk on an investment policy as a recommendation to Full Council.

Moved by Cllr Barraclough, Seconded by Cllr G.Millner and **RESOLVED** that £100,000 is to be invested into the Hampshire Trust Bank 2 year fixed rate business bond upon maturity of the Santander Time Deposit account.

The Clerk noted that 3 bank signatures would be required for the operation of the account.

Move by Cllr Walker, Seconded by Cllr G. Millner and **RESOLVED** that Cllr Barraclough (Chair of Finance and HR), Cllr Shiggins (Vice-Chair of Finance and HR) and Tara B all (Town Clerk), are to be added as bank signatories for the Hampshire Trust bank 2 year fixed rate business bond account.

**6.2** To consider the Paramount annual legionaries water monitoring quotation – Facility Maintenance Solutions Ltd.

Cllr Cutts reported that under the terms of the lease between the Town Council and B.M.B.C a legionella management and periodic reports are required.

Moved by Cllr Cutts, Seconded by Cllr Shiggins and **RESOLVED** that the quotation of £456 plus from Facility Maintenance Solutions be accepted.

**6.3** To approve the revised financial risk assessment and risk management document 2022/2023.

The Clerk reported that she had revised the financial risk assessment and risk management to meet the changing needs of the Council and to reflect organisational changes over the forthcoming year.

Cllr G.Millner noted that the location of meetings may become problematic in the future with a possible review if the Town Hall becomes unavailable due to refurbishment plans and disability access.

Cllr Rusby recommended that the surrounding Churches be approached as alternative meeting venues.

Moved by Cllr Barraclough, Seconded by Cllr Unsworth and **RESOLVED** that the revised financial risk assessment and risk management for 2022 to 2023 be approved.

**6.4** To consider the trustee rotation on PGS Foundation Trust.

Cllr Unsworth reported that Cllr Millner's position as a trustee on the PGS Foundation Trust was due to expire on the 4<sup>th</sup> February 2022 and an appointee on the board was now required.

Moved by Cllr Unsworth, Seconded by Cllr Cutts and **RESOLVED** that Cllr G.Millner is nominated as a trustee on the PGS Foundation Trust for the next term of appointment.

DRAFT

Signed by.....Town Mayor 21<sup>st</sup> February 2022