

Penistone Town Council

Minutes of the Ordinary Town Council Meeting held at the Town Hall, Shrewsbury Road, Penistone on Monday 22nd January 2024 at 7.00 p.m.

Present: Town Mayor Mandy Lowe-Flelo (Chair), Cllr. W. Chadburn, Cllr. L. Crisp, Cllr. J. Cutts, Cllr. D. Greenhough, Cllr H. Kitching, Cllr J. Kitching, Cllr F. Nixon, Cllr. J. Palmer, Cllr. N. Perkins, Cllr. D. Walker

Also present:

N. Bailey, Town Clerk

A. Fleetwood, Finance Officer

E. Miller Assistant Town Clerk

There was one member of the public present.

Before the meeting Mayor Lowe-Flelo announced that Cllr. Rob Blackshaw has submitted his formal resignation from Penistone Town Council. The notice of casual vacancy has duly been published and submitted to the Electoral Office of Barnsley Metropolitan Borough Council.

The resignation of Cllr. Rob Blackshaw was **NOTED**.

2023/92 1. TO NOTE ANY APOLOGIES AND APPROVE REASONS FOR ABSENCE

Apologies from Cllrs. L. Cork, C. Dodson and A. Kimberley were **NOTED**. Reasons for absence were unanimously **APPROVED**.

2023/93 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 Town Clerk reported that there were no written dispensations.

2023/94 3. EXCLUSION OF THE PRESS AND PUBLIC – PUBLIC BODIES (ADMISSION TO MEETINGS ACT) 1960.

The Clerk requested that members of the public and press should be excluded from the meeting during discussion of Agenda item 8.4 on the grounds that it relates to confidential matters of employees pay; and that this item should therefore be discussed at the end of the agenda.

Moved by Cllr. N. Perkins, Seconded by Cllr. D. Greenhough and **RESOLVED** that this matter should be heard *in camera* at the end of the meeting.

N.B. The member of the public left the meeting during Agenda item 7.

2023/95 4. TO CONFIRM THE MINUTES OF THE FOLLOWING MEETINGS AS A TRUE AND CORRECT RECORD

4.1 The Ordinary Town Council Meeting held on 18th December 2023.

Moved by Cllr. H. Kitching, Seconded by Cllr J. Palmer and **RESOLVED** that they were a true record.

4.2 The Finance & Human Resources Committee meeting held on 8th January 2024.

Moved by Cllr. J. Palmer, Seconded by Cllr D. Walker and **RESOLVED** that they were a true record.

2023/96 5. TO NOTE AND CONSIDER ANY ITEMS OF CORRESPONDENCE

There were no items of correspondence to be noted.

2023/97 6. MAYOR'S INVITATIONS

The Mayor had not accepted any invitations since the last Ordinary Town Council meeting.

2023/98 7. TO APPROVE THE FOLLOWING ITEMS OF EXPENDITURE /MONTHLY REPORTS

7.1 Penistone Town Council budget report December 2023

Moved by Cllr. J. Palmer, Seconded by Cllr J. Kitching and **RESOLVED** the budget report be noted and approved.

7.2 St John's Community Centre budget report December 2023

Moved by Cllr. J. Palmer, Seconded by Cllr J. Kitching and **RESOLVED** the budget report be noted and approved.

7.3 Paramount budget report December 2023

Moved by Cllr. J. Palmer, Seconded by Cllr J. Kitching and **RESOLVED** the budget report be noted and approved.

7.4 Penistone Town Council bank reconciliation 31 December 2023

Moved by Cllr. J. Palmer, Seconded by Cllr. J. Kitching and **RESOLVED** the reconciliation be noted and approved.

7.5 Penistone Town Council expenditure 9.12.23 – 12.1.24 - **£ 28,832.47**

Moved by Cllr. J. Palmer, Seconded by J. Kitching and **RESOLVED** the above account be noted and approved.

7.6 Penistone Town Council credit card expenditure 04.11.23 – 03.12.23 - **£ 325.69**

Moved by Cllr. J. Palmer, Seconded by J. Kitching and **RESOLVED** the above account be noted and approved.

7.7 Penistone Town Council petty cash expenditure 24.10.23 – 18.12.23 -**£154.83**

Moved by Cllr. J. Palmer, Seconded by J. Kitching and **RESOLVED** the above account be noted and approved.

7.8 Paramount expenditure 9.12.23 – 12.1.24 - **£ 85,861.15**

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

7.9 Paramount credit card expenditure – not tabled.

7.10 Paramount petty cash payments 7.10.23 – 22.12.23 - **£213.72**

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

7.11 Penistone Town Council financial summary December 2023 (presentation by the Finance Officer)

Moved by Cllr. N. Perkins, Seconded by Cllr. J. Palmer and **RESOLVED** that the financial summary be noted and approved.

2023/99 8. FINANCIAL MATTERS AND GOVERNANCE

8.1. To discuss the recommended increases to : allotments annual charges, St John’s Community Centre hire charges, cinema admission and refreshments charges.

Cllr. J. Palmer gave a verbal report of the discussions which took place during the Finance & HR Committee meeting on 8th January 2024. The Committee had carefully considered the impact of making changes to the above mentioned charges. In recent years the only increase in any of the Council's charges was a 2% increase to the allotment charge in 2021. The prices at the Paramount Cinema and St John's Community Centre have remained static since 2016 and 2015 respectively. Since that time the Council has faced massive increases in costs, some of the greatest being from statutory wage increases, utility cost rises and general maintenance of the Council's aging buildings. Given these facts the Committee recommended that the Council should increase all the above charges. This will not be by a flat percentage rate overall; rather the Finance & HR Committee will look at each set of charges individually and determine what will be fair, equitable and standardised charges in each case. Further to this the Council's staff will inform the public accordingly and implement the new charges, with effect from 1st April 2024.

A vote was taken and the Council unanimously **AGREED** that the charges will be increased accordingly.

8.2 To discuss and approve the proposed budget – see Item 8.3

8.3 To discuss and approve the proposed precept for 2024/2025.

The Town Clerk presented the budget and precept for 2024/2025 in the amount of £227,994 which was discussed and duly recommended at the Finance & Human Resources Committee meeting 8th January 2024.

Moved by Cllr J. Palmer, Seconded by Cllr D. Walker and unanimously **RESOLVED** that the budget and precept be noted, approved and confirmed to Barnsley Metropolitan Borough Council.

8.4 To consider for approval pay adjustments for employees who have contracted hours per week.

Further to consultation with HR advisers Actus Risk Management the Council has been advised that it needs to correct a discrepancy in wages payments for certain staff of the Paramount Cinema who have contracts of employment with specified hours of work per week. This will result in back payments being made to the staff in question.

Moved by Cllr. J. Palmer, Seconded by Cllr D. Greenhough and **RESOLVED** that the back payments should be made in the week commencing 29th January 2024.

8.5 To consider Penistone Town Council's appointment of 3 representative governors to Penistone Grammar School Foundation Trust during 2024; on the expiry of the terms of office of 3 former governors.

Cllr J. Cutts volunteered to renew his appointment on expiry with the consent of the Council. Cllr N. Perkins and Cllr. F. Nixon agreed to take up the other two appointments in due course.

Moved by Cllr. D. Greenhough, Seconded by H. Kitching and **RESOLVED** that the Council duly appoints Cllrs. Cutts, Nixon and Perkins as representative governors to Penistone Grammar School Foundation Trust.

8.6 To consider and decide upon the installation of a speed indicating device in Penistone.

Discussion took place around the various issues. A device was purchased by the Council in early 2022 and was to be installed on Mortimer Road. It was not installed at that time due to Barnsley MBC refusing permission for it to be erected on their lamp posts. Since that time further matters have been raised in Council, with some Councillors feeling strongly that Penistone Town Council should not take any action which might imply any degree of responsibility for monitoring speeding or any other road safety matters which are not within the remit of the Town Council. Other Councillors feel equally strongly that the device should be installed on the original site as BMBC has now given permission with the proviso that the Town Council bears full responsibility and liability for any adverse incident which may result therefrom.

Further to discussion the Council decided to take a vote on whether the device should be installed on Mortimer Road. In the event of the vote being against installation the Clerk to investigate the possibility of selling the device.

5 Councillors voted for and 6 Councillors voted against the installation. It was therefore **RESOLVED** that the speeding indicator device will not be installed and the Clerk to proceed accordingly.

2023/100 9. COUNCILLORS' ITEMS – none tabled.

2023/101 10. TOWN CLERK

10.1 To note the Town Clerk's report.

The Town Clerk's report (circulated) was duly **NOTED**. The Clerk verbally reported that since the agenda was circulated there has been a communication from the Penistone Round Table that the Penistone Gala is unlikely to take place this year. This is due to a number of factors, mainly that after the 2023 Gala there were not enough volunteers to serve on the organising committee. Cllr. L. Cork, Chair of the Events & Leisure Committee has briefly raised the possibility of the Council organising a summer fete. For further discussion.

**2023/102 11. TO NOTE AND / OR CONSIDER ANY PLANNING APPLICATIONS RECEIVED FROM BARN-
LEY METROPOLITAN BOROUGH COUNCIL.**

None tabled.

2023/103 12. PARAMOUNT CINEMA

12.1 To consider the Paramount Manager's report.

The Manager's report was duly **NOTED**.

12.2 To consider the Paramount event analysis.

The event analysis was duly **NOTED**.

2023/104 13. TO CONFIRM THE DATE AND TIME OF THE NEXT ORDINARY MEETING.

It was **AGREED** that the next full council meeting is to be held at 7.00 pm on Monday 26th February 2024.

Signed by.....Chair 22nd January 2024