

MEETING:	Penistone Area Council
DATE:	Thursday, 21 July 2016
TIME:	10.00 am
VENUE:	Council Chamber, Penistone Town Hall

MINUTES

Present Councillors Barnard (Chair), David Griffin, Hand-Davis, Millner, Unsworth and Wilson.

10 **Declarations of pecuniary and non-pecuniary interests**

No Members declared an interest in any item on the agenda.

11 **Welcome and Appreciation**

David Shepherd was welcomed to his first meeting of Penistone Area Council as Senior Management Link Officer.

Thanks were given to Joe Micheli for his work in supporting the Area Arrangements, noting this would be his last meeting prior to his departure to take up a position at York City Council.

12 **Penistone Market Barn 'Check and Challenge' discussion (PAC.21.07.2016/7)**

Anne Untisz, Town Centre Services Group Leader, was welcomed to the meeting to present current plans for Penistone Market Barn.

Members were made aware of the recent appointment of Maria Cotton as Business Manager within the Markets Service. Since her joining the organisation work had been underway to develop a number of different markets to be held in Penistone on a Saturday. These were themed around the following areas: - Vintage and Second Hand; Local Produce; Arts and Crafts; and Young People.

Members were aware of plans to hold key feature events at the Market Barn, noting that a 1940s Vintage Weekend had been arranged for 29th/30th April and 1st May 2017. In addition discussions were being held to make the venue available for other uses such as: - vintage vehicle events; youth sleepovers; tea dances beer festivals; and even weddings.

It was acknowledged that there were a number of issues to address with the venue in order to progress many of the ideas. Ensuring the barn was clean was paramount, and appropriate drinks and performing rights licences were required to be in place. With regards to cleaning, arrangements had already been made to clean the barn and replace any netting required.

Members noted the number of likes on Facebook for the Market Barn had increased from 349 to 610 within a month, and a communication plan was in place to ensure any notices went out prior to events.

The meeting noted work underway to explore the provision of a public address system and Wifi within the barn. Officers were also investigating signage for the venue, looking at examples from other areas.

Members heard how recruitment and induction packs had been developed for traders. It was hoped that these would not only outline relevant regulations, but would provide support with issues such as engagement through social media.

Members were encouraged by the plans in place, which were thought to be extremely positive. A question was asked about any plans for markets to be held on a Sunday and it was noted that this would be a focus in due course. The possibility of re-establishing a 'fur and feather' market was mentioned. It was noted that issues in holding such a market had been discussed with a prospective third party organiser some time ago, but this was as far as anything had progressed.

The meeting discussed the appetite for any change regarding the market, and it was noted that the Community Led Plan for Penistone provided an insight into this subject, having been produced following in-depth consultation with businesses and residents, and opinion was generally positive.

It was noted that the building was often cold, even in sunny weather, and the possibility of enclosing the building was explored. It was suggested that this would also help reduce any littering and anti-social behaviour on an evening in the area. Members were made aware of difficulties in altering the building in such a way, as there was a public right of way through the building, and that enclosing the building would increase its rateable value.

The meeting discussed the promotion of the market, and it was suggested that it could be featured on the Facebook page of the Area Team and within the next issue of the Community Magazine.

RESOLVED: -

- (i) That the Town Centre Services Group Leader be thanked for their attendance;
- (ii) That the Area Council supports and publicises events at the Market Barn through social media and through the Community Magazine.

13 Minutes of the Penistone Area Council meeting held on 16th June, 2016 (PAC.21.07.2016/2)

The Area Council received the minutes of the previous meeting held on 16th June, 2016.

The meeting discussed the ongoing issue regarding banners being displayed on the Trans Pennine Trail Bridge. It was agreed that the Senior Management Link Officer discusses the issue with colleagues in Highways, requesting a pragmatic and proportionate response.

RESOLVED:-

- (i) That the minutes of the Penistone Area Council meeting held on 16th June, 2016 be approved as a true and correct record;
- (ii) That the Senior Management Link Officer discusses the placement of banners on the Trans Pennine Trail bridge with colleagues in the Highways Department.

14 Notes from the Penistone East and West Ward Alliance held on 2nd June, 2016 (PAC.21.07.2016/3)

The meeting received the notes from the Penistone East and West Ward Alliance held on 2nd June, 2016.

Members noted that two defibrillators had now been ordered for the town centre, and were awaiting fitting.

RESOLVED that the notes from the Penistone East and West Ward Alliance held on 2nd June, 2016 be received.

15 Report on the use of Ward Alliance Funds (PAC.21.07.2016/4)

The item was introduced by the Area Council Manager. It was noted that the report stated that £13,604.96 of Ward Alliance Fund remained unallocated for the current financial year. However, the Ward Alliance had considered a number of applications since the publication of papers and therefore only £2,300.06 now remained.

Members noted that there had been a significant number of very worthy applications of late.

RESOLVED that the report be noted.

16 Performance Report (PAC.21.07.2016/5)

The item was introduced by the Area Council Manager. It was noted that the report covered the period April-June, 2016 and Members were reminded that Part A of the report provided an overview of the collective impact of the investment made by the Area Council, whilst Part B provided a narrative of the performance of each individual commission.

From Part A, it was noted that 20 community groups had been supported, with 2 of these being new groups. 73 volunteers had been engaged, with 8 of these being new volunteers. Members noted that the number of residents receiving advice and support was 44, with this increasing every time an advice session was held.

With regards to the information contained within Part B of the report, Members acknowledged that information related to the Countryside Skills commission would no longer be updated as this had now come to an end.

An update of the performance of the Clean and Tidy commission was then provided. It was noted that most of the RAG ratings which were previously 'Red' were now 'Amber', due largely to an increased number of requests for service. It was thought that this increase was largely due to more proactive promotion of the service.

The areas of underperformance were discussed, which tended to be relating to proactive work and to engaging young people, businesses and volunteers. Assurances had been given at the recent contract management meeting that activities had been planned to address these.

The meeting noted the case studies provided, and it was thought these were very positive and warranted further circulation, perhaps on the Facebook page of the Area Team.

Members went on to receive an update on the performance of the Advice Drop-in sessions. It was noted that there had been an increase in numbers accessing the service, and the impact this had on the recipient and on the amount of money being able to be spent within the local economy was acknowledged.

It was noted that officers were undertaking further research into barriers to accessing internet services, which would be considered at a future meeting. Members discussed the extent of literacy and numeracy problems in the area, and it was agreed that enquiries be made to help understand the extent of the issue.

RESOLVED:-

- (i) That the report be noted;
- (ii) That enquiries be made to relevant officers, to ascertain whether information on the extent of literacy and numeracy problems in the area exists.

17 Procurement and financial update (PAC.21.07.2016/8)

The Area Council Manager introduced the item making reference to the progress made in procuring a service for isolated and vulnerable older people. It was noted that the tender advert was due to be placed within the next few weeks.

With regards to isolation, the subject of public transport in rural areas was discussed, noting the recent consultation on the subject. Members were concerned that there may be reductions in service in some of the more rural parts of the area, which may further isolate residents.

It was suggested that contact be made with Sheffield Community Transport in order to discuss what interventions may be available, should services be withdrawn.

Members noted that four Working Together Fund applications had been approved to date, to a value of £41,967. This left a remaining budget of £78,033 to allocate as part of the fund.

Attention was drawn to the finance remaining as part of the wider Area Council funds, an amount of £55,400 remained in the current financial year. However, a number of areas had been suggested where the Area Council may wish to invest.

Members discussed the potential of providing additional enforcement in the area, noting that parking can be an issue in the Town Centre. It was suggested that strong enforcement could potential provide a negative effect, discouraging people from visiting. It was agreed that further information, including costs, would be gathered by the Area Council Manager and presented at a future meeting.

The meeting noted that, as reported earlier, only £2,300.06 remained in the Ward Alliance Fund budget. Members acknowledged that up to £20,000 per ward could be devolved from the Area Council budget to the Ward Alliance Fund in any financial year. It was suggested that £10,000 per ward be devolved at the current time, with the potential to increase this if required later in the year.

RESOLVED:-

- (i) That the report be noted;
- (ii) That an additional sum of £20,000 (£10,000 per ward) be devolved to the Ward Alliance Fund to be allocated as per existing fund finance.

18 Undergraduate placement (PAC.21.07.2016/9)

The item was introduced by the Area Council Manager, and followed discussion at the previous meeting.

The proposal was based on providing a work placement, and discussions had taken place with Leeds University to explore the possibility of a student supporting the Area Team between their second and third years at University. The support and skills this would provide for the team, and therefore the benefits to the area were stressed. It was also noted that the proposal supported corporate aims and Area Council priorities.

The proposal was for a fixed term contract for 12 months at a cost between £14,975 and £19,427. A full and frank discussion was had about the proposal. The positive benefits of supporting young people and providing additional capacity to the Area Team were noted. However, though the post had been evaluated by Human Resources at Grade 2, it was suggested that the salary offered was high in comparison with other work placement schemes.

Members noted the financial situation of the Council overall, and the reductions forecast over the next few years, with associated expected redundancies. In light of this, a decision was made not to support the proposal at this time.

RESOLVED that the proposal for an Undergraduate Placement not be supported at this time.

19 Clean and Tidy Service (PAC.21.07.2016/6)

Elaine Down, the contact manager for the Clean and Tidy Team, was welcomed to the meeting.

An overview of the work undertaken was given, noting that as much of the waste generated is recycled as possible with this either being in situ by creating habitat piles, or at Council waste recycling sites.

Members noted the variety of reactive work undertaken, including requests from the public, Councillors and the Area Council. This varied from litter and fly-tipping removal, to cutting shrubs and watering planters.

The meeting heard of the proactive work also undertaken, which included removal of detritus in Penistone Town Centre and regular litter picking in local laybys.

With regards to engaging volunteers, it was noted that 22 events had been held, with 90 new volunteers engaged and 940 hours given by volunteers. Much of the work with volunteers was undertaken along the Trans-Pennine Trail, but the team had also

worked with local groups, such as at Saunderson Gardens, and with local businesses, such as Lavender International.

Attention was drawn to the work with young people, and under the 'Love Where You Live' banner, acknowledging that both areas were currently under target. Members were made aware that 75 young people had been engaged, and 3 events held that were targeted at young people.

Plans were in place to accelerate progress in the July-September quarter and these included projects with schools, with St. Saviour's Church and around St. Mary's Well.

Members questioned whether a calendar of events was produced to highlight where the team would be operating. It was noted that one was produced fortnightly and would be circulated.

The meeting discussed the moss outside Penistone Town Hall and solutions to deal with the issue. It was agreed that this be sprayed with weed killer and swept clean, with planters moved if necessary to avoid people walking in this area.

A question was asked regarding how volunteers were engaged and how they were supported so that they could continue the work without the support of the team. It was noted that a letter had been written to all Parish Councils to make them aware of the work of the team, and a number of schools had also been engaged. Support had already been given to community groups and their volunteers in the area. This ranged from to passing on skills in such as pruning, or to just supporting by providing equipment for them to use.

RESOLVED that thanks be given to the Clean and Tidy Team Manager for her attendance.

Chair