

## **Penistone FM**

### **Community Engagement Panel (CEP)**

Minutes of meeting – 28<sup>th</sup> August  
18.30 at Penistone Hub, Shrewsbury Road, Penistone

Attending:-

Steve Webber (SW) – Community Director, Penistone FM (PFM)  
Keith Coulton (KC) – Town Clerk, Penistone Town Council (PTC)  
John Openshaw (JO) – Lead Officer, Penistone Ward Alliance (WA)

Apologies for absence:-

Antoinette Drinkhill - Headteacher, St Johns Junior School  
Ann Farr – Deputy Headteacher, St Johns Junior School  
Isabel Harris – Penistone Library  
Charlotte Tomlinson (CT) – Officer, Penistone Ward Alliance (WA)  
Bob Green (BG) – Millhouse Green Community Association

### **Minutes**

SW opened the meeting by thanking those who had attended. He asked John Openshaw to go through the protocol for visitors in the Hub building, ie fire / kitchen / toilet arrangements.

The minutes from the previous meeting were passed and agreed to be an accurate record of the meeting. Proposed by KC, seconded by JO.

Matters / Actions outstanding from previous minutes:-

KC to send relevant PTC information on a 6 monthly basis. ACTION KC

AF had explained that the school issues weekly updates of 'school life'. To be copied to SW for info. ACTION AF

JO is to send information about the 'Love Where You Live' scheme to SW for interim promotion. ACTION JO

Regarding the promotion of local community groups SW asked JO to produce a series of flyers which PFM would promote and assist with delivery to targeted local areas. It was agreed that Cubley & Springvale / Green Road are areas that can be readily 'ring fenced' for local identity purposes. ACTION JO.

AF / AD would be asked to use the local schools pyramid information scheme to advise of the use of the community news template form and/or the PFM website for each school to promote their own events. ACTION AF/AD

SW stated that he was going to contact the Kingswell Surgery with a view to inviting them onto the CEP. ACTION SW

SW then opened up the meeting for comments:-

#### Membership of CEP

It was agreed that since meeting times did not apparently suit all members, membership was to be revised by SW for the next meeting. Suggested new members were the new Tesco Community Champion and a member from Springvale Community Gardens. JO was to pass contact details to SW of the Springvale contact. ACTION SW

#### Projects

JO circulated details of an Area Council funded initiative to train young people in rural skills, ie dry stone walling and hedgelaying which was asking for young people to join. He was to forward a pdf of the poster to SW for circulation to members. KC promised that this would be posted to the PTC CEP webpage. JO was also to turn the poster into a PFM Community News Flyer for PFM to promote on air. ACTION JO

A recent Love Where You Live project at Springvale Community Gardens was also discussed by JO and he also promised to send a Community News Flyer about this to PFM, with pictures, so that news could be promoted amongst members. ACTION JO

SW thanked all for their attendance and closed the meeting.

The next meeting was agreed to be:-

**Thursday 2nd October 2014.**