

**Minutes of Board Meeting of the Penistone FM Board held 17th January 2018
at Unit 7 Penistone 1, Penistone**

Present: K.Barna (K.B.)
S.Dobson (S.D.)
D.Holmes (D.H.)
J.Ruston (J.R.)
M. Sugden (M.S.)

The meeting opened at 20.30hrs.

KB was in the chair for this meeting.

1. Meeting Opening

1.a Apologies – Andrew Millner (A.M.), Brian Robinson (B.R.) A.M. subsequently joined the meeting at 21.15

1.b Minutes of Board Meeting held on 29th November 2017 – were still to be issued. Action K.B. to issue prior to next board meeting.

1.c Matters arising Meeting on 29th November 2017 – see 1.b above.

2. Reports to Note – the reports issued were taken as read apart from the following points:

a) Outside Broadcasting (A.M.)
Taken as read apart from

M.S. reported on the vents which had been supported since the last board meeting.

b) Speech Output, Programming, Adverts & News Report (S.D. / J.R.)
Taken as read apart from

S.D. informed the board that the Health expert was back with station from the 18th of January.

S.D. also reported on progress securing new advertisers and grant applications.

c) Station Directors & HR Report (MS)
Taken as read

d) Grant Funding Reports (AM)
No report

e) IT Web Streaming Report (A.M.)
Taken as read

f) Community Engagement Panel (S.D.)
Taken as read apart from

S.D. informed the board on the progress that had been made towards setting up meetings for 2018.

- g) Compliance Report (DH)
Taken as read
- h) P.R. Social Media & Website Content Report (JR)
Taken as read
- i) Technical Report (BR)
Taken as read
- j) Health & Safety Report (BR)
Taken as read
- k) Finance Report (KB)
Taken as read

3. Matters for Discussion

- (i) Small Scale DAB License (D.H.)

D.H. updated the board on the Ofcom consultation and the Ofcom position. The board discussed the different points in the Ofcom proposal and agreed its response on each point.
Action D.H. to respond to Ofcom on the proposals.

A.O.B.

M.S. – No

A.M. – reported that he had been approached about getting some work experience in media from a Barnsley College student – one day a week. M.S. to await paperwork.

S.D. – No

D.H. – No

J.R. – No

K.B. - No

Meeting closed at hrs 22:50

Next Meeting Wednesday 15th of February 20.30