

**Minutes of Board Meeting of the Penistone FM Board held 9th March 2020
at Unit 7 Penistone 1, Penistone**

Present: K.Barna (K.B.)
S.Dobson (S.D.)
D. Holmes (D.H.)
B.Robinson (B.R.)
C.O'Rourke (C.O.)
J. Ruston (J.R.)
M. Sugden (M.S.)

Apologies: A.M.

The meeting opened at 20.10 hrs.

K.B. was in the chair for this meeting.

Meeting Opening

1.a Apologies – A.M.

1.b Minutes of Board Meeting – the minutes of the Board Meeting on the 10th February were read and agreed.

1.c Matters arising –

M.S. asked for clarification on the V.E. Day requirements. After some discussion it was decided that the station would be playing Churchill's speech and interviews recorded on the Friday.

K.B. – requested an update on the PAT.

Action: A.M. to update us on this at the next meeting.

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

Station Directors & HR Report (M.S.)

Taken as read apart from:

Lottery Awards for All Application

M.S. updated the board on a notification he had received about a change to the application process. Namely that we would be given the opportunity to present our application to a panel on the following Tuesday. The decision on the applications would be made that day. We could only have three members in attendance at the meeting. B.R. & C.O. volunteered to attend with M.S.

The board then discussed the specification for the equipment that was being funded. The board decided that it would be more effective to have a new desk built rather than to try and alter the existing desk.

Penistone Media Report B.R.

Taken as read

OB Report (A.M.)

No report

Speech Output, Programming, Advertising, Grant Funding, News and Community Engagement Report (S.D.)

Taken as read apart from

S.D. reported that the station had been approached by the organisation which had replaced Newspapers for the Blind. They had asked for assistance in recording a play which needed seven microphones.

The board agreed they could do this.

Compliance (D.H.)

Taken as read apart from

D.H. – reported that an issue on Facebook had been resolved.

IT Web Streaming Reports (AM)

No reports

P.R. Social Media and Website Content Report (J.R.)

Taken as read apart from

J.R. reported that the replacement banner was being re designed to incorporate the reference to “smart speaker”.

Technical Report (BR)

Taken as read

Health & Safety Report (BR)

Taken as read apart

Training & Presenter Development (C.O.)

Taken as read apart from

C.O. requesting that we use the notice board to inform people about what is going on and to collect names for OB’s.

Finance Report (KB)

Taken as read

3. Matters for Discussion

S.D. – Audio Content Fund

S.D. reported that the station had been approached by somebody applying to the fund. They are looking for a letter of support from stations to assist with his application. We could write a letter to say that we might use the content if it was of the right quality and content.

The board decided there was not enough information on line to do this. Ask for C.V. so we can discuss in the April board meeting.

Action S.D.

D.H. DAB –

D.H. reported that the coverage maps that were done for the surrounding area indicate that there was a significant area in the Barnsley region that would not be covered by our existing signal. As To reach these area's we would have to be on DAB-plus which most old DAB radio's cannot receive.

The board decided not to pursue the matter at this time.

A.O.B.

J.R. – no

M.R. – no

D.H. - no

C.O. - no

S.D. – no

B.R. – no

K.B. – no

Meeting closed at 22:35 hrs

Next Meeting – date agreed for the 6th of April.

Note this date was changed as a result of the Covid-19 pandemic and national lock down.