

Minutes of a Board Meeting of the Penistone FM Board held by Zoom on the 21st of November 2023

Present: S.Dobson (S.D.) A.Millner (A.M.) B.Robinson (B.R.) J.Ruston (J.R) M. Sugden (M.S.)

The meeting opened at 19.05 hrs.

A.M. was in the chair for this meeting.

1.a Apologies – K.B not in attendance.

1.b Minutes of Board Meeting – the minutes of the meeting held on the 17th of October were approved.

1.c Matters arising – these will be discussed under the relevant agenda items.

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

Station Directors & HR & Compliance Report Training & Development, and Grant Fundraising (M.S. & A.M.)

Taken as read apart from

B.R. asked for the Co-op Logo files so he could produce artwork.

Action: A.M. to send this information to B.R.

M.S. reported that the meeting with town councillors in October had been rescheduled to the 30th November.

M.S. reported that he was contacting Ofcom for an update on the progress of our licence renewal application.

Penistone Media Report B.R.

Taken as read: apart from:

B.R. – discussed the revised story board for the station video with the board.

OB Report (B.R.)

Taken as read apart from:

B.R. reported that on Sat 23rd of December we would be having a special OB event at PCFC.

In addition he reported that the Penistone Rally on the 9th & 10th December had been cancelled.

I.T. – Webstreaming (A.M.)

Taken as read:

Advertising (J.R.)

Taken as read apart from:

M.S. reported back on the proposed strategy for sponsorship, advertising and funding.

The board agreed the proposed strategy.

P.R. Social Media – (J.R.)

Taken as read:

Speech Com Prod (S.D.)

Taken as read apart from:

S.D. reported that a new community theatre show had been written and a new Xmas play was being written.

Technical Report – (B.R.)

Taken as read apart from:

M.S. reported he had several dates for attending Hoylandswaine TX site to repair the TX and to cut back vegetation.

Action M.S. to circulate the dates to get volunteer involvement in the work.

H&S Report (B.R.)

Taken as read:

Programming Report (B.R.)

Taken as read:

Finance Report (KB)

Taken as read:

3. Matters for Discussion –

There were no matters to discuss.

A.O.B.

A.M. – No

B.R. – reported that Penistone Central Santa Run was on the 23rd December. Adding that we couldn't not support this year due to lack of volunteer availability so close to Xmas.

B.R. - No

J.R. – No

S.D. – No

M.S. – reported that the studio carpets needed cleaning and that the studio needed redecorating.

M.S. – reported that he was organising an informal volunteer meeting in Pen FM studio on Tuesday 12th March 2024. The format was to encourage them to participate in recording plays as performers or assisting with sound effects at the volunteer meeting.

Meeting closed at 20.45

Next Board Meeting on Monday 8th January on Zoom at 7.00 p.m.