

Minutes of a Board Meeting of the Penistone FM Board held remotely on the 6th of December 2022

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

The meeting opened at 19.10 hrs.

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

1.a Apologies – S.D.

1.b Minutes of Board Meeting – the minutes of the meeting held on the 1st of November were approved.

1.c Matters arising –

There were no matters arising.

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

Station Directors & HR & Compliance Report Training & Development (M.S.)

Taken as read:

Penistone Media Report B.R.

Taken as read apart from:

B.R. – reported that the Dunford Parish Tractor run had changed its route. Adding that this he was now looking for a new position to set up his equipment for the filming.

OB Report (B.R.)

Taken as read apart from:

B.R. – asked who was attending for the light switch on. They need reminding that they needed to be there at 3 p.m.

Action M.S. to send a reminder.

B.R. – asked if we could ask for some volunteers for the Santa Sleigh visit on Sunday the 18th of December.

Action M.S. to send a call to action.

I.T. – Webstreaming (A.M.)

Taken as read apart from:

A.M. - commented that there seems to be an upward trend in on-line listeners.

Fundraising – (A.M.)

Taken as read apart from:

A.M. – reported that we had been successful in being put forward for funding to encourage the over 50's to train in radio.

A.M. – reported that the application to Awards for All was being re written with the additional support letters. Adding that he was still chasing some of the letters of support.

Advertising (J.R.)

Taken as read:

P.R. Social Media – (J.R.)

Taken as read:

Speech Com Prod (S.D.)

Taken as read:

Community Engagement

Taken as read apart from:

The board discussed inviting local community groups and groups of councillors to the studio.

Action A.M. to organise the dates for this.

Technical Report – (B.R.)

Taken as read apart from:

K.B. proposed that we use the remaining funding from one grant to install LED lighting in the studio.

The board agreed.

H&S Report (B.R.)

Taken as read:

Finance Report (KB)

Taken as read:

3. Matters for Discussion –

Stocksbridge – (M.S. / A.M.)

A.M. – updated the board on the progress on the agreement with Wortley Church. Adding that the only outstanding matter is the application to the Church Faculty for acceptance of the planning permission for the installation of the equipment.

A.O.B.

M.S. – proposed a reconfiguration of the station reception and office space.
The board discussed and agreed.

A.M. – **no**

B.R. – **no**

J.R. – reported that there had been an issue with the printer.
Action B.R. to investigate and resolve.

K.B. – **no**

Meeting closed at 20:40

Next Board Meeting – Tuesday 10th January 2024 – via zoom. 7.00 p.m.