

Minutes of a Board Meeting of the Penistone FM Board held by Zoom on the 8th of August 2023

Present: B.Robinson (B.R.) M. Sugden (M.S.) A.Millner (A.M.)

The meeting opened at 19.05 hrs.

AM was in the chair for this meeting.

1.a Apologies – J.R. and KB and SD

1.b Minutes of Board Meeting – the minutes of the meeting held on the 4th July 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:

A.M. Penistone Town Council (PTC) Newsletter was discussed.

M.S. to engage with the Mayor of PTC.

Penistone Media Report B.R.

Taken as read:

OB Report (B.R.)

Taken as read apart from:

B.R. advised that we have a special guest attending on the Penistone Agricultural Show day.

I.T. – Webstreaming (A.M.)

Taken as read apart from:

A.M. commented that there was evidence of an increase in online listeners.

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

No report.

Technical Report – (B.R.)

Taken as read

H&S Report (B.R.)

Taken as read apart from:

A.M. – reported that he was to perform visual inspection of equipment for the PAT testing programme. Adding that the remaining kit that can be unplugged would be PAT tested that way.

Programming Report (B.R.)

Taken as read apart from:

B.R. – reported that he has carried out the deletion of some music categories. The music for these were now held on a USB Stick.

Finance Report (KB)

Taken as read:

3. Matters for Discussion –

Nothing further to report

A.O.B.

M.S. – reported that the next training session was on 22nd August with three people.

A.M. – reported that the visit to the main transmitter site was still to be arranged for cutting back trees.

Action M.S. to arrange.

B.R. – no

Meeting closed at 20:10

Next Board Meeting Monday 18th of September at the studio at 7.30pm