

Minutes of a Board Meeting of the Penistone FM Board held on Team the 23rd of February 2026

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

The meeting opened at 7.00 p.m.

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 19th of January, 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:

M.S. – reported that he and B.R. had put together a draft plan for delivering the Ofcom grant.

The board discussed and agreed the plan.

OB Report (B.R.)

Taken as read apart from:

The board discussed the skills and equipment we would need for the Penistone Mayors Parade and Gala. The board agreed that we would focus on play out and recording interviews on the day.

I.T. – Webstreaming (A.M.)

Taken as read apart from:

The board discussed A.M.'s report on the text phone system. The board agreed with A.M.'s recommendation of a trial the use of a USB data cable to monitor if that improved performance.

Advertising (J.R.)

Taken as read apart from:

K.B. – reported that he had sent the three adverts to an advertiser but hadn't received a reply from them.

P.R. Social Media – (J.R.)

Taken as read apart from:

M.S. – reported that since D.H.H. had got involved in social media more content was being posted.

The board discussed and were appreciative of what D.H.H. was doing.

Speech Com Prod Community (S.D.)

No report.

Technical Report – (B.R.)

Taken as read:

H&S Report (B.R.)

Taken as read:

Programming Report (B.R.)

Taken as read apart from:

B.R. – reported that he planned to schedule March when he was in tomorrow.

Finance Report (KB)

Taken as read:

3. Matters for Discussion –

There were no further matters to discuss.

A.O.B.

M.S. – no

B.R. – no

J.R. – no

A.M. – asked if the board needed to revisit the addition of new Directors to the board.

The board discussed and agreed that it did.

K.B. – no

The meeting closed at 20:15

Next Board Meeting on Monday 30th of March 2026 by Microsoft TEAMS.