

MINUTES OF THE MEETING OF THE COMMUNITY CENTRE
AND GENERAL PURPOSES COMMITTEE OF ARMTHORPE PARISH
COUNCIL HELD IN ARMTHORPE COMMUNITY CENTRE,
WELFARE PARK, CHURCH STREET, ARMTHORPE, ON
TUESDAY, 16TH OCTOBER 2012

PRESENT: - Chairman - Councillor P.A. Hanson

Councillors J.R. Armstrong, Councillors A. Brown, A.J. Brown,
T. Corden, L.S. Dickman, M.J. Doran, V. Doran, P.J. Farrell
Mr. Carl Hughes, Sports and Recreation Officer.

APOLOGIES

Apologies for absence were received from the Vice-Chairman,
Councillor S.L. McGuinness and Councillors E. Butler,
C.J. McGuinness, S.A. Pickles and F.J. Tyas.

58. DECLARATIONS OF PERSONAL AND PREJUDICIAL INTERESTS

Councillor P.J. Farrell – cheque number 507959.

59. REPORT OF SPORTS AND RECREATION OFFICER

RESOLVED

- (1) that the contents of the report of the Sports and Recreation Officer, Mr. Carl Hughes, be noted, which (amongst other things) outlined:-
 - (a) the impact of the new Multi-Use Games Area which has opened on Wickett Hern Road;
 - (b) the proposed timetable for anticipate week, 31st October, 2nd, 4th and 5th November 2012;
 - (c) the success of the first competitive football match between Shaw Wood Academy and Our Lady of Sorrows R.C. Primary School for the Armthorpe Parish Council Sports Cup;
- (2) that two quotations be obtained for the repair of the Dance Mats and the Sports & Recreation Officer be authorised to accept the lowest.

60. MINUTES

RESOLVED that the Minutes of the meeting of the Committee held on 18th September 2012 (copies of which had previously been circulated to each Member) be approved as a correct record and signed by the Chairman.

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61. ACCOUNTS FOR PAYMENT

RESOLVED that the following schedule of accounts paid or for payment be approved:-

	£		
British Gas	442.32	Gas charges	507926
G. Mudford & Sons Ltd.	426.00	Deposit - Marquee hire 4/11	507943
J. Hardy	65.49	Reimburse cost of hot water boiler	507945
C. Marsh	310.50	Supply pie & peas - Yorkshire Day	507947
B.A. Cheetham	275.00	Stocktake fees	507948
Yorkshire Purchasing Organisation	16.13	4 diaries, calendar etc.	507949
Yorkshire Purchasing Organisation	114.00	Supply floor polish	507951
Yorkshire Purchasing Organisation	26.46	Supply tabards	507957
Gas & Hire Ltd.	11.88	Cylinder hire	507958
Councillor P.J. Farrell	28.62	Cutlery and flags	507959
Health & Safety Publications	105.00	H & S Service Level Agreement - quarterly charge	507960
A.G. Barr plc	38.57	Soft drinks	507961

62. HALLOWEEN FANCY DRESS AND DISCO

RESOLVED that the contents of the checklist for the event (copies of which had previously been circulated to each Member) be noted and:-

- (1) as the Friends of Shaw Wood Academy were the only 'primary' school in the village interested in providing a tombola, tuck shop and face painting at the event, they be invited to provide the same;
- (2) that Councillors A. Brown, A.J. Brown and L.S. Dickman be thanked for their undertaking to assist Community staff in trimming up the rooms in the Community Centre for this event;
- (3) that the Chairman of the Council be thanked for obtaining the necessary quota of balloons and the outstanding gift vouchers for the event.

63. FIREWORKS DISPLAY

RESOLVED

- (1) that the quotation for the provision of security services at the Fireworks Display received from UK Security Services & Products Limited, in the sum of £638.00 plus VAT plus £25 travel costs (which was the same fee as last year) be accepted;

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- (2) that honoraria in the sum of £150 be paid to the two individuals who have agreed to protect the two marquees and six portable toilets during the night of 4th November 2012 until the following morning when the hiring companies collect their equipment.

64. 1960's NIGHT

RESOLVED that this item be deferred for consideration and determination at the next meeting of the Committee.

65. CHRISTMAS MEMORY TREE

RESOLVED

- (1) that the Chairman of the Council, Councillor V. Doran, be thanked for her presentation regarding the provision of a Christmas Memory Tree and the following be noted and approved:-
- (a) permission had been obtained to use the existing tree in the Welfare Remembrance Garden;
 - (b) each memory card would cost less than 4p;
 - (c) baskets (for the cards) cost £1.99 for five and could be used year on year if they were still in good condition;
 - (d) members of the public be charged £1.00 to purchase a card and the whole proceeds be donated to MacMillan Nurses;
 - (e) it be noted that Petals Florist, The Village Cafe, Sentiments, The Old Rectory Nursing Home and the Community Centre Tea and Coffee Shop had agreed to sell the cards, which could also be sold at the Table Top Sale in December and at the senior citizens Christmas Tea and Social;
- (2) that the Armthorpe Elmfield Band and Markham Main Colliery Band be requested to hold a candlelight carol concert on 29th November 2012 in the Welfare Remembrance Garden to launch the memory tree and in the event of inclement weather the concert be held in Armthorpe Community Centre.

66. ANNUAL CHRISTMAS TEA AND SOCIAL

RESOLVED

- (1) that it be noted that the Chairman of the Committee had (in the presence of the Clerk) opened the one tender received for catering at the Christmas Tea, details of which are as follows:-

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Tenderer - Complete Catering Service - cost per meal £7.20 plus VAT (which is an increase of 25p per meal on the 2010 price)

- (2) that the tender received from Complete Catering Service Limited be accepted;
- (3) that arrangements be made for the Christmas Tea tickets to be handed out (by the following Members of the Committee) to senior citizens attending at the Community Centre between 10.00 a.m. and 12 noon on 3rd, 4th and 5th December 2012:-

3rd December - Councillors V. Doran and P.A. Hanson

4th December - Councillors V. Doran and P.A. Hanson

5th December - Councillors A. Brown and V. Doran or
S.L. McGuinness

67. REMEMBRANCE FESTIVAL CONCERT

RESOLVED it be noted that Doncaster Borough Council was holding a Remembrance Festival Concert featuring the Yorkshire Band of the Royal British Legion in the Minster of St. George, Doncaster, on 26th October 2012 at 7.30 p.m.

68. COMMUNITY CENTRE

RESOLVED

- (1) that the contents of a letter received from Mrs. G. Atkinson regarding her falling down in the Community Centre car park after leaving a function at the Community Centre on 14th September 2012, be noted;
- (2) that a 'without prejudice' letter be sent to Mrs. Atkinson expressing Members regret in this matter and she be sent a bouquet of flowers to the value of £30.00;
- (3) that Councillor J.R. Armstrong and the Clerk investigate ways of improving lighting and pedestrian access along the frontage of the Community Centre building and obtain any appropriate quotes for works to be undertaken in these matters;
- (4) that Councillor J.R. Armstrong be thanked for his undertaking to donate a PIR light to be affixed to the front of the Community Centre building.

69. HIRE OF COMMUNITY CENTRE

RESOLVED that the request received from Leeds United Supporters Club, to hire the main hall and bar in the Community Centre, for a question and answer session with past and present

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players, be approved subject to the usual hire charges (plus an extra charge for use of the PA system) and the hirer providing the Council with a £500 bond, which shall be returned if no damage is caused to the Community Centre premises.

70. MULTI-USE GAMES AREA, WICKETT HERN ROAD

RESOLVED that the following reply received from Doncaster Borough Council, as to why CCTV has not been provided on the site and why the MUGA is not being locked in the evenings, be noted:-

- (1) within the original plans there was a stipulation that there should be poles designed and erected to facilitate the installation of lights and CCTV but there was no agreement to say that CCTV should be installed prior to completion, just that there should be the facility to install if required. The electrical engineer had advised against the installation of CCTV due to the Data Protection Act and the implications of the breach of privacy;
- (2) there was agreement that the park should be open to the public between 9am and 9pm daily and locked outside of these hours. However, as the plans were agreed a substantial time ago and since a complete restructure resulting in there being less staff to cover a larger geographical area, the new Area Team is unable to facilitate the locking and unlocking of the gate. Local residents are currently being consulted to establish if a volunteer can be enlisted to undertake this but if this is not possible consideration would have to be given to applying for a variance of the planning conditions as the Area Team cannot provide the service.

71. CHRISTMAS ILLUMINATIONS

RESOLVED that the quotation received from Christmas Plus Limited, in the sum of £245.00 plus VAT, to supply and install poles either side of the entrance to the Community Centre car park, for the new Christmas motif, be approved.

72. ARMTHORPE ELMFIELD BAND CONCERT

RESOLVED that the offer of Armthorpe Elmfield Band to arrange a concert on 23rd March 2013 to raise funds for the Christmas Tea & Social annual seaside trip raffle prize, be accepted with thanks.

73. EXCLUSION OF PRESS AND PUBLIC

RESOLVED that the press and public be excluded from the meeting by virtue of the confidential nature of the following item of business.

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74. CASUAL SUPPORT ASSISTANT

RESOLVED

- (1) that the contents of the report of the Clerk to the Council, regarding the new post of Casual Support Assistant, be noted;
- (2) that the job description and job advertisement, be approved;
- (3) that the hourly rate of remuneration of £8.03 be paid to the Casual Support Assistant;
- (4) that the existing post of Community Centre Relief Assistant Site Manager be re-designated as Community Centre Assistant Manager;
- (5) that interviews for the post of Casual Support Assistant and the forthcoming vacancy of Joint Bar Manager be held on 23rd November 2012 and conducted by the Chairman of the Staffing (Appointments) Sub-Committee, Councillor V. Doran, together with Councillors P.J. Farrell and P.A. Hanson;
- (6) that the remaining Joint Bar Manager, Mrs. S. Clayton, be invited to sit in on the interviews for the vacant Joint Bar Manager's post.

Signature