



MINUTES OF THE MEETING OF ARMTHORPE PARISH COUNCIL HELD IN ARMTHORPE COMMUNITY CENTRE,  
WELFARE PARK, CHURCH STREET, ARMTHORPE, ON TUESDAY, 01 APRIL 2025

PRESENT:

Chairperson: Councillor C Brodhurst Brown.

Councillors: A Barrington, A Bradley, L Bradley, A Duckitt, C Joseph Jay, T Needham, E North, S Rose, F Tyas and M Walton.

Clerk to the Council: S Youngman.

Six members of the public.

171 APOLOGIES

Apologies were received from Councillors N Berry, C Head, L Mason and K Stothard.

RESOLVED: To approve the reasons for absence.

172 ITEMS TO WHICH THE PUBLIC AND PRESS ARE TO BE EXCLUDED FROM

None.

173 DECLARATIONS OF PERSONAL AND PREJUDICIAL INTERESTS

Councillor A Barrington and T Needham declared an interest in item 14b (Formal agreement between Armthorpe Community Theatre and Armthorpe Parish Council).

174 MINUTES OF THE FULL COUNCIL MEETING HELD ON 04 MARCH 2025

RESOLVED: That the minutes of the meeting be approved and signed as a true record of the meeting.

175 MINUTES OF THE COMUNITY CENTRE & GENERAL-PURPOSE MEETING HELD ON 21 JANUARY 2025

RESOLVED: That the minutes of the meeting be noted as being received.

176 MINUTES OF THE EVENTS MEETING HELD ON 21 JANUARY 2025

RESOLVED: That the minutes of the meeting be noted as received.

177 MINUTES OF THE STRATEGIC PLANNING MEETING HELD ON 03 MARCH 2025

RESOLVED: That the minutes of the meeting be noted as received.

178 RANDS LANE BURIAL GROUND

No Updates.

179 MERCEL AVENUE ALLOTMENTS

Councillor F Tyas advised of reports of no work being carried out on several new plots. The Clerk agreed to attend the site to check that all plots are being worked on.

180 SCOUT HUT TENANCY AGREEMENT

Nothing to report.

181 PLAY PARK PROJECT

1. Approval of payment to HAGS SMP.

Council members received an update from Councillor C Brodhurst Brown and Council S Rose regarding the discussions and negotiations with HAGS to determine the timeline for the project. HAGS have requested the following payments to be made:

40% of the cost for the small play equipment upon receipt of purchase order.

40% of the cost of all play equipment once planning permission is granted.

15% post installation.

5% retention (term to be agreed).

RESOLVED: To approve the payment schedule.

182 PLANNING

**1. New Applications.**

25/00655/TPO: 9 Mulberry Way: Application to crown lift and remove deadwood from an Oak tree, identified as being within G1 of Doncaster Borough Council Tree Preservation Order (No.176) 1996 Tranmoor Lane, Armthorpe.

25/00576/PDE: 7 Harrow Road: Erection of single storey extension to the rear (extending 3.37m from rear elevation, 3.65m high and 2.43m to eaves), following demolition of existing conservatory.

25/00626/CPL: Unit D3 Armthorpe Enterprise Centre, Rands Lane: Certificate of proposed lawful development to change usage from industrial unit to a Martial Arts and Fitness Gymnasium. Opening hours 15:00 – 20:00 weekdays and 09:00 – 16:00 weekends.

No objections were raised.

**2. Supporting residents regarding the development of housing on Brook House Farm (24/00808/FUL).**

Council members were provided with an overview of the concerns raised by residents at the last meeting regarding the planning decision process and concerns relating to drainage and management of asbestos.

Further concerns were raised by a member of the public about drainage and asbestos.

RESOLVED: To contact Doncaster Council on behalf of residents regarding the concerns and to advocate for residents throughout the development of the site.

183 FINANCE

**a. Bank Reconciliation**

Council members were provided with the bank reconciliation dated 28th February 2025.

Armthorpe Community Centre, Welfare Park, Church Street, Armthorpe, Doncaster, DN3 3AG

Tel: 01302 830543

RESOLVED: To approve the statement.

**b. CCLA Statement**

Council members were provided with the statement dated 28<sup>th</sup> February 2025.

RESOLVED: To note receipt of the statement.

**c. Schedule of Payments**

Method	Payee	Item	Amount
DD	BT	Broadband – Community Centre	£59.94
	EDF	Electricity – Community Centre	£1.00
	Doncaster Council	Business Rates	£1,227.00
	O2	Sports & Recreation Mobile Phone	£28.20
BACS	Vision ICT Ltd	Email Hosting Fees	£24.00
	Yorkshire Local Council Association	Training – S Fielder	£105.00
	R Power	Singalong Sessions	£150.00
	Smart Door Solutions	Door Servicing Fees	£156.00
	M Dymniuk	Tea Dance Sessions	£180.00
	DSA Gardening	Grounds Maintenance Fees	£1,056.00
DD	Waterplus	Surface Water Charges – CC	£236.90
	Tesco Mobile	Clerk Mobile Phone Charges	£33.99
	Sage Software Ltd	Payroll Software Subscription	£82.80
	British Gas	Gas Supply – CC	£582.07
	Worldpay	Subscription	£12.00
		Card Machine Fees	£165.83
	South Yorkshire Pension Authority	Pension Contributions	£3,453.52
	Quando Drinks	Bar Supplies	£1,662.67
	BT	The Acorn Hub – Broadband	£33.54
	HMRC	PAYE & NI Contributions	£3,705.05
BACS	Wages	Wages	£16,649.57
	D Hoyes	Wood & Glue	£10.20
		Bulbs	£26.28
	S Youngman	Bowls	£56.76
	Bar 24 Ltd	Rent & Service Charges – The Acorn Hub	£2,807.48
	J PGlasby Ltd	Emergency Lighting Test & Replacement of lights x 2	£523.20
		Lighting Replacement with sensor	£208.80
CC	Aldi	Tea Dance Supplies	£4.05
	Amazon	Curtain Pole Brackets	£8.84
	Royal Mail	Postage	£2.70
	Keyhole Services	Keys	£10.00
	Ebay	Curtain Poles	£24.84
	The Purple Guide	Subscription	£30.00

	Nisbets	Soap Dispensers	£46.77
	Aldi	Bar Supplies	£9.12
	B&M	Cleaning Supplies	£10.95
	Nisbets	Cleaning Supplies	£84.95
	Replacement Keys	Refund	-£40.80
	Aldi	Tea Dance Supplies	£1.98
	HMRC	Search Fees	£7.00
	Waltons Fabrics	Fabric – Stage Backdrop	£285.50

RESOLVED: To approve the payments.

**d. Income and Expenditure Report dated 28<sup>th</sup> February 2025**

RESOLVED: To note acceptance of the report.

**e. Insurance Renewal**

Council members were provided with a copy of the renewal from Zurich Municipal Insurance at a cost of £3,149.85. The Clerk advised that the Council have a Long-Term Agreement with the company. A review of insurance requirements will take place once the park project is complete to ensure the Council has sufficient cover.

RESOLVED: To approve the renewal of the policy.

184 **CITY COUNCILLOR UPDATES**

Councillor T Needham provided the following updates:

- a. Anti dog fouling stencils renewed on the pit top area.
- b. Crime prevention meeting held at Charles Court.
- c. Damaged knee rail fencing reported on Tranmoor Lane.
- d. Bins removed from outside Scholey House.
- e. New tree planted in Armthorpe Miners Memorial Garden.
- f. Concerns regarding the storage of gas bottles at The Old Dairy on Tranmoor Lane can be reported online.
- g. The garages on Rands Lane have been demolished, there are currently no plans to build on the site.
- h. S.106 funds to the value of £108,430 will be contributed towards the play park project.

185 **POLICIES**

**1. Standing Orders**

Council members were provided with a copy of the policy and were advised by the Clerk that no amendments had been made in the previous year.

RESOLVED: To approve and re-adopt the policy.

**2. Financial Risk Assessment**

Council members were provided with a copy of the policy.

RESOLVED: To approve the policy.

**3. Review of the effectiveness of the system of internal control.**

Armthorpe Community Centre, Welfare Park, Church Street, Armthorpe, Doncaster, DN3 3AG

Tel: 01302 830543

RESOLVED: To approve the policy.

186 APPOINTMENT OF A COUNCIL REPRESENTATIVE TO ATTEND FRIENDS OF ST LEONARD AND ST MARY GROUP MEETINGS

Councillor Brodhurst Brown advised that the group had been established to provide support to the Church in improving community engagement and fundraising for building improvements. The group will meet quarterly, and a request has been made for a Council member to join the group.

RESOLVED: For Councillor C Brodhurst Brown to be appointed.

187 SALE OF STORAGE CONTAINERS

The Clerk advised that an opportunity to sell the storage containers has arisen which would enable the area to be repurposed for staff parking if approved. An offer of £1,600.00 has been received with the costs for transportation covered.

A discussion took place regarding the cost of the units, why staff need a dedicated parking area and the need for storage. A suggestion was made for a container to be sold to a community group.

RESOLVED: For the Clerk to ascertain the cost for moving the containers and how much space would be gained by removing the containers.

188 CORRESPONDENCE

**a. Request for funding from Armthorpe Welfare Bowling Club**

Mark Booth from Armthorpe Welfare Bowling Club attended the meeting to discuss the matter further. Councillor C Brodhurst Brown advised that Council are unable to donate funds for a cash prize but could consider funding towards a specific project to improve the facilities.

RESOLVED: To provide a donation of £500.00 for lighting improvements.

**b. Armthorpe Community Theatre**

Council members were provided with an updated letter from Armthorpe Community Theatre to request a formal agreement with the Council regarding the use of Armthorpe Community Centre.

RESOLVED: For Armthorpe Parish Council to be given 20% from the sale of tickets for performances at Armthorpe Community Centre and the agreement to be back dated to January 2025.

**c. Firefly Summer Ball**

Council members were asked to consider approving a free letting for a fundraising event for Firefly Cancer Awareness and Support.

RESOLVED: To approve the request.

**d. Pit Top Christmas Tree**

Council members were provided with a copy of a letter from a resident requesting Christmas lighting to be installed on a tree on the Pit Top Park.

RESOLVED: To advise the resident that the area would be looked at when the Christmas lighting scheme is next reviewed.

189 DATE AND TIME OF NEXT MEETING

RESOLVED: To meet on Tuesday 06 May 2025 at 7pm.

190 MEMBERS ITEMS

Councillor C Joseph Jay questioned why a matter relating to an issue with members of community centre staff being harassed had been brought up on social media. The Clerk advised that the post had led to the offending children being identified and had enabled the Police to contact them.

Councillor F Tyas reported the presence of livestock on Beech Road. Councillor T Needham agreed to deal with the matter.

Councillor A Barrington advised that a meeting had taken place with a volunteer from Armthorpe Community Library and the Sports and Recreation Officer to discuss access for school children. The library already organise sessions for schools which the Sports and Recreation Officer has agreed to link in with.

Councillor A Barrington questioned when the Safer Streets meetings that had been discussed previously would start. Councillor T Needham advised the meeting would start after the local elections.

Councillor A Barrington requested permission to display an Armthorpe Community Theatre banner outside the community centre. Approval was granted.

Councillor C Brodhurst Brown advised members that Councillor F Tyas would not be standing at the local elections and expressed thanks for his long-term service.