



MINUTES OF THE MEETING OF ARMTHORPE PARISH COUNCIL HELD IN ARMTHORPE COMMUNITY CENTRE, WELFARE PARK, CHURCH STREET, ARMTHORPE, ON TUESDAY, 03 JUNE 2025

PRESENT:

Chairperson: Councillor C Brodhurst Brown.

Councillors: A Barrington, A Bradley, A Duckitt, C Head, T Needham, and E North.

City Councillor: C Marriott.

Clerk to the Council: S Youngman.

Three members of the public.

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

None.

23 DECLARATIONS OF PERSONAL AND PREJUDICIAL INTERESTS

None.

24 APOLOGIES

Apologies were received from Councillors L Bradley, C Parry, S Rose and M Walton.

RESOLVED: To approve the reasons for absence.

25 MINUTES OF THE FULL COUNCIL MEETING HELD ON 06 MAY 2025

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

26 PLANNING

25/00883/FUL: 73 Doncaster Road: Erection of a new front boundary wall to replace existing application of silicone plaster to exterior walls and removal of chimney stack.

RESOLVED: To object to application due to the replacement wall being out of character to the area and the height of the fence being intrusive.

27 FINANCE

a. Annual Accounts

Council members were provided with the year-end accounts for 2024-2025.

RESOLVED: To approve the accounts.

b. Internal Audit Report for 2024-2025

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

Council members were provided with the report.

RESOLVED: To note receipt of the report and the recommendations made by the auditor.

c. Annual Governance and Accountability Return for 2024-2025

i. Annual Governance Statements.

Council members read each of the Annual Governance Statements.

RESOLVED: To agree with statements one to eight, and not applicable to statements nine, and for the Chairperson and Clerk to sign the document.

ii Accounting Statements

Council members were provided with a copy of the Account Statements.

RESOLVED: To approve the statements and for the Chairperson and Clerk to sign the document.

d. Bank Reconciliation

Council members were provided with the bank reconciliation dated 30th April 2025.

RESOLVED: To approve the bank reconciliation.

e. Schedule of Payments

Method	Payee	Item	Amount
DD	EDF Energy	Electricity – Community Centre	£1.00
	Doncaster Council	Business Rates – Community Centre	£1,227.00
	BT	Broadband – Community Centre	£63.78
	The Co-operative Bank	Commission	£3.20
BACS	Doncaster East Internal Drainage Board	Drainage Rates – Burial Ground	£14.49
	Dining Diva	Disposable Cups	£30.00
		Bar Supplies	£32.88
		Cleaning Supplies	£34.44
	Rialtas Business Suite	Making Tax Digital Annual Fee	£139.20
		Bookings Software Annual Fee	£566.40
		Cemeteries Software Annual Fee	£740.40
		Cashbook & Sales Ledger Annual Fee	£942.00
		Year End Closedown Fees	£1,046.40
	BGS Intelligent Doors	Roller Door Servicing Fees	£240.00
	DSA Gardening	Grounds Maintenance	£528.00
	Andrew Bosmans	Audit Fees	£250.00
	DSA Gardening	Grounds Maintenance	£528.00
	Millside Heating Ltd	Central Heating Repairs	£3,271.25
DD	Waterplus	Surface Water Charges – Community Centre	£440.70
	O2	S&R Mobile Phone Charges	£30.30

	Tesco Mobile	Clerk Mobile Phone Charges	£33.99
BACS	Wages	Wages	£20,158.14
DD	Sage Software	Payroll Subscription	£82.80
	SYPA	Pension Contributions	£3,507.00
	Quando Drinks Ltd	Bar Supplies	£1,175.91
	British Gas	Gas Supply – Community Centre	£257.32
	Worldpay	Subscription	£1.20
		Card Machine Fees	£86.75
	BT	Broadband – The Acorn Hub	£36.23
	HMRC	PAYE & NI Contributions	£3,790.80
BACS	DSA Gardening	Grounds Maintenance	£528.00
	Dining Diva	Cleaning Supplies	£82.98
	M Dymniuk	Tea Dance Sessions – April	£300.00
DD	Onecom	Telephone Charges – Community Centre	£161.63
CC	Viking	Stationery	£242.02
	B&M	Sports & Recreation Supplies	£45.25
	Aldi	Milk	£2.90
	Trimming Shop	Chair Covers	£330.75
	Mogo Direct	Chair Trolley	£410.94
CC	Morrisons	Sports & Recreation Supplies	£10.80
	Aldi	Sports & Recreation Supplies	£20.42
	B&M	Kitchen Supplies	£3.00
	Aldi	Sports & Recreation Supplies	£24.77
		Bar Supplies	£5.45
	B&M	Cleaning Supplies	£14.94
	Aldi	Bar Supplies	£2.18
	Viking	Stationery	£24.88
	Aldi	Sports & Recreation Supplies	£15.18
	Amazon	Refund	-£47.30
		Stationery	£14.95
	Aldi	Bar Supplies	£4.36
	Amazon	Great British Spring Clean Prizes	£19.17
			£19.99
			£7.08
	Aldi	Cleaning & Tea Dance Supplies	£60.77
	Amazon	Refund	-£55.78
		Stationery	£7.99
	Royal British Legion Industries	VE Day Flag	£18.99
	Post Office	Postage	£2.00

RESOLVED: To approve the payments.

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

Tel: 01302 830543

f. School Sports Competition Assistant

Council members were asked to consider granting approval for the Sports and Recreation Officer to employ an assistant for the annual sports competition at a cost of £207.57.

RESOLVED: To approve the request.

28 PARISH COUNCIL MATTERS

a. Rands Lane Burial Ground

The Clerk advised that there have been issues with visitors leaving items on the burial plots which is causing problems for the ground maintenance team. The matter is being dealt with sympathetically in order not to upset families visiting the site.

b. Mercel Avenue Allotments

The Clerk advised that a site inspection has taken place, several of the new plots have not been worked on and several older plots are in poor condition. All tenants have been notified of the requirement to keep the plots maintained.

c. Scout Tenancy Agreement

The Clerk advised that the matter should progress now that each party has appointed solicitors. Councillor A Bradley advised that the solicitor representing the Scouts has not been contacted by the Council's solicitor. The Clerk agreed to chase the matter up.

d. Play Park Project

The Clerk advised that the overgrown weeds have been cleared, and the site has been levelled in readiness for seeding. Work is ongoing on the reports required by the planning department and the Planning Consultant had advised to arrange a pre planning meeting to ensure the full application meets with the planning authorities' requirements.

e. Solar Panels Project

The Clerk advised a meeting had taken place with the funding officer and the application is progressing, further quotes are being sought as three quotes need to be provided to obtain the funding. The tender has been published on Find a Tender due to the value of the contract exceeding £30,000.00.

29 COMMUNITY CENTRE STORAGE CONTAINERS

No updates, Council members asked the Clerk to provide members with all the relevant information at the next meeting to enable them to decide on the matter.

30 CITY COUNCILLOR UPDATES

Councillor C Marriott provided updates on the following matters:

1. Reports made about a person going door-to-door requesting money have been reported to SYP. An update from the Police has been provided to the public.
2. Work is ongoing to develop a Neighbourhood Watch Scheme to enhance community spirit.
3. A request has been made for the gulley cleaning schedule from Doncaster Council.
4. The missing bus stop on Church Street has been reported to Travel South Yorkshire.
5. A request for a review of zebra crossings has been submitted to Doncaster Council, the response can be found in the full report published online.

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

Tel: 01302 830543

6. A meeting has been arranged with Inspector Carr (SYP), Council members are welcome to attend the meeting.
7. Councillors are looking into arranging a Community Speedwatch Scheme.
8. Weekly ward surgeries will be held in the village with mobile surgeries being held in August.
9. City Councillors have been invited to join the drop-in sessions at The Acorn Hub.
10. Quad bikes and fires continue to be a problem in Shaw Wood; the matter is being dealt with by SYP.
11. A complaint was received regarding the commercial bins outside a shop on Church Street, a solution to the problem is being investigated.
12. Doncaster Council have provided Councillors with their Pothole Policy.
13. Resurfacing works will take place on Rands Lane and Mercel Avenue.

Councillor T Needham advised that he had received approximately twenty-two pieces of case work to deal with and had also been attending to Civic Mayoral duties which included an Armed Forces Day and an invitation to the 40th Anniversary of the Old Rectory Nursing Home on Church Street.

31 DATE AND TIME OF NEXT MEETING

RESOLVED: To meet on Tuesday 01 July 2025 at 7pm.

32 MEMBERS ITEMS

Councillor E north reported an issue with a pothole at the entrance to Armthorpe Community Centre. The Clerk agreed to arrange for the pothole to be repaired.

Councillor C Head advised that a bench is located on the green space between Markham Avenue and Park Avenue, the bench is in good condition.

Councillor A Barrington provided an update on the work carried out by SUPPORT Armthorpe and advised that the group are moving to fortnightly meetings which will be held on the first and third Thursday of each month. Information has been shared with local GP's and PFG Doncaster. Councillor A Duckitt suggested the group share their information with Donny Dot and the Joy app.