



MINUTES OF THE MEETING OF ARMTHORPE PARISH COUNCIL HELD IN ARMTHORPE COMMUNITY CENTRE,
WELFARE PARK, CHURCH STREET, ARMTHORPE, ON TUESDAY, 11 NOVEMBER 2025

PRESENT:

Chairperson: Councillor C Brodhurst Brown.

Councillors: N Berry, A Duckitt, L Monks, T Needham, E North, S Rose, and C Trewick.

City Councillors: C Marriott.

Clerk to the Council: S Youngman.

Not in attendance: Councillors A Bradley and L Bradley.

Seventeen members of the public.

87 APOLOGIES

Apologies were received from Councillors A Barrington, C Head, M Jackson, C Parry and M Walton.

RESOLVED: To approve the reasons for absence.

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

None identified.

89 DECLARATIONS OF PERSONAL AND PREJUDICIAL INTERESTS

None declared.

90 MINUTES OF THE FULL COUNCIL MEETING HELD ON 07 OCTOBER 2025

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

91 MINUTES OF THE EVENTS MEETING HELD ON 16 SEPTEMBER 2025

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

92 MINUTES OF THE COMMUNITY CENTRE & GENERAL-PURPOSE MEETING HELD ON 15 JULY & 16
SEPTEMBER 2025

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

93 PLANNING

25/02013/FUL: 38 Whiphill Lane: Change of use from Class C3 (Dwellinghouse) to Class E(f) (Nursery).

Councillor C Brodhurst Brown granted members of the public permission to speak so Council members could listen to their concerns.

RESOLVED: To maintain the objections raised in July and additionally highlight inaccuracies in the planning statement regarding HGV movements, pollution, environmental impact, and insufficient staff parking provision.

25/01971/FUL: The Co-operative, Hatfield Lane: Variation of condition 4 (21/02394/FUL) to change the opening times to 6.30am. No objections raised.

25/01934/FUL: 84 Sargeson Road: Change of use from Class C3 residential to Class C2 children's care home (3 children) (seeking variation of condition 3 of planning application 25/00817/COU granted on 04.04.2025 to allow a maximum of 4 staff members).

RESOLVED: To raise concerns regarding parking when staff changeovers take place.

94 FINANCE

a. Bank Reconciliation

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

RESOLVED: To approve the statement.

b. Schedule of Payments

Method	Payee	Item	Amount
DD	EDF Energy	Electricity – Community Centre	£1.00
	Doncaster Council	Business Rates – Community Centre	£1,227.00
BACS		Grounds Maintenance Fees	£1,383.65
		Election Recharges	£250.21
	Vocon	Road Closure Design Fees	£126.00
	Stacy's Entertainment	Halloween Party Entertainment	£200.00
DD	HMRC	PAYE & NI Contributions	£4,144.40
	BT	Broadband Charges – Community Centre	£63.78
	Onecom	Telephone Charges – Community Centre	£161.63
	BT	Broadband Charges – The Acorn Hub	£36.23
	SYPA	Pension Contributions	£3,151.64
	Worldpay	Subscription	£1.20
		Commission	£73.87
BACS	M Dymniuk	Tea Dance Sessions – September	£300.00
DD	Quando Drinks Ltd	Bar Supplies	£394.40
	British Gas	Gas Supply – Community Centre	£227.62
	Tesco Mobile	Clerk Mobile Phone Charges	£31.99
BACS	R&S Security	Fire Alarm Servicing Fees	£302.40
	Flying Futures	Referee Services – Football Festivals	£200.00
	DSA Gardening	Grounds Maintenance Fees	£528.00
	Clean Safer	Window Cleaning Fees – Community Centre	£170.00

	EDF	Electricity – Community Centre	£27,834.57
DD	Sage	Payroll Subscription	£112.80
	Copy Print Scan	Photocopying Charges	£81.56
	Business Stream	Water Charges – Burial Ground	£88.95
		Water Charges – Community Centre	£89.97
	Doncaster Council	Waste Removal Fees – Community Centre	£585.26
		Waste Removal Fees – The Acorn Hub	£109.46
		Waste Removal Fees – Burial Ground	£292.63
	Waterplus	Surface Water Charges – Community Centre	£244.47
	Biffa	Recycling Charges – Community Centre	£69.10
	O2	S&R Mobile Phone Charges	£30.30
	The Co-operative Bank	Commission	£0.32
	C F Corporate	Photocopier Lease	£361.50
BACS	YLCA	Salary Evaluation Fees	£252.00
	DB Entertainment	Rodeo Bull Hire – Firework Event	£684.00
	A Bosmans	Interim Audit Fee	£260.00
	Wages	Wages	£17,434.14
	N Saji	Cleaning Deposit Refund	£100.00
	Empowering Minds Academy	Grant	£1,000.00
CC	Aldi	Milk	£4.80
		Bar Supplies	£6.54
	Amazon	TV Stand	£36.98
		Craft Tape	£22.58
	Aldi	Refreshments – Miners Memorial	£17.99
	Petals Florist	Wreaths – Miners Memorial	£90.00
	Post Office Ltd	Postage	£43.50
	Aldi	Tea Dance Supplies	£13.84
		Bar Supplies	£1.97
	Pro-Spin Sports Inc	Ping Pong Balls	£24.74
	B&M	Cleaning Supplies	£23.44
	We Can Source It Ltd	Line Cleaner	£31.14
	Amazon	Card	£16.94
		Cleaning Supplies	£7.82
	Gocableties Ltd	Cable Ties – Lamp Post Poppies	£10.61
	M&S	Flowers	£40.00
	Aldi	Milk	£2.40

RESOLVED: To approve the payments.

c. Income and Expenditure Report

Council members were provided with a copy of the report dated 30th September 2025.

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

Tel: 01302 830543

RESOLVED: To approve the report.

95 PARISH MATTERS

- a. **Rands Lane Burial Ground:** No updates.
- b. **Mercel Avenue Allotments:** No updates.
- c. **Scout Tenancy Agreement:** The Clerk confirmed that the project will progress once the land has been registered with HM Land Registry.

d. **Play Park Project:**

- i. **S106 Agreement:** Council members were provided a copy of the agreement provided by Doncaster Council to obtain funding of £108,430.00 towards the project.

RESOLVED: For Councillors C Brodhurst Brown and E North to sign the agreement and be witnessed by the Clerk to the Council.

- ii. **Preliminary Ecological Appraisal:** Council members were provided with quotes to carry out the appraisal of the land.

RESOLVED: To appoint Arbtech at a cost of £789.00 plus VAT.

- e. **Solar Panels:** The Clerk advised that the supply authority had authorised a system with a maximum capacity of 40kWh to be installed. A meeting has been held with the appointed contractor who is now reviewing the design.

- f. **Website and Branding:** Council members were provided with brand concepts for review.

RESOLVED: To ask for a softer, community focused design with a link to The Heart of the Village project.

g. **Christmas Lighting:**

- i. **Appointment of Meter Administrator:** Council members were provided with details of the reasons for appointing a Meter Administrator for the Christmas lighting scheme.

RESOLVED: To appoint Stark at a cost of £250.00 per year.

h. **Council minutes:**

Council members discussed whether to minute the contents of the Public Participation section of the meeting

RESOLVED: To record key matters raised.

96 COMMITTEES

Council members were provided with a draft Terms of Reference for the Traffic Committee.

RESOLVED: To approve the document with the addition of an option for members from external agencies to co-opted in order to provide specialist advice.

97 CITY COUNCILLOR UPDATES

Councillor T Needham provided the following updates:

- Removal of overflowing clothing bins
- Installation of signage to direct visitors to the Air Cadet hut
- Replacement of the give way signs on Paxton Crescent
- Poppies painted by Streetscene outside Rose House and adjacent to the A630
- Faulty manhole cover on Hatfield Lane reported to Doncaster Council
- Mayoral duties and fundraising updates for The Hygiene Bank

Councillor C Marriott provided an update on the following matters:

- Health update regarding Councillor N Pritchard
- Remembrance day arrangements
- Objection to the planning application on Whiphill Lane
- Re-installation of bus shelter on Tranmoor Lane
- Discussions with Travel South Yorkshire regarding the new 383 service
- Franchising of the South Yorkshire bus services
- Incidents on Lime Tree Avenue
- Westmoor Estates S.38 agreement
- Targeted attack on Almond Avenue
- New litter bin on the field off The Lings

98 POLICIES

a. Freedom of Information

Council members were provided with a copy of the policy.

RESOLVED: To approve the policy.

b. Model Publication Scheme

Council members were provided with a copy of the policy.

RESOLVED: To approve the policy.

c. Subject Access Request Form

Council members were provided with a copy of the form.

RESOLVED: To approve the form.

d. Handling of Complaints Policy

Council members were provided with a copy of the policy.

RESOLVED: To approve the policy.

e. Vexatious Policy

Council members were provided with a copy of the policy.

RESOLVED: To approve the policy.

f. CCTV Policy

Council members were provided with a copy of the policy.

RESOLVED: To approve the policy.

99 DATE AND TIME OF NEXT MEETING

RESOLVED: To hold the next Full Council meeting on Tuesday 2nd December 2025 at 7pm

100 MEMBERS ITEMS

Councillor C Brodhurst Brown expressed thanks to staff for the events that have been provided so far in the year, in particular the Remembrance Day Service which had been delivered successfully.

There being no further Council business the meeting was closed.

PUBLIC SESSION

A member of the public questioned why there are so many new barber shops in the village and why hadn't planning permission been sought to open them? Council members advised that planning permission is not necessarily required when a new business takes over a premise.

A member of the public reported a dumped wheelie bin and supermarket trolley at the allotment site. The Clerk agreed to report the matter to Doncaster Council.

A member of the public stressed the importance of an input from the public with the working being carried out by the Traffic Committee.

A member of the public reported issues with the road closure signage along Cow House Lane.

A member of the public advised that additional works are required along Cow House Lane to reinstate the road markings. Councillor T Needham agreed to report the matter to Doncaster Council.

A member of the public expressed thanks for the removal of the overflowing clothing banks and reported another instance outside Armthorpe Community Library. Councillor T Needham agreed to deal with the matter.

Approved at a meeting of the Full Council on 2nd December 2025 and signed by Councillor C Brodhurst Brown.