

MINUTES OF THE MEETING OF ARMTHORPE PARISH COUNCIL HELD IN ARMTHORPE COMMUNITY CENTRE, WELFARE PARK, CHURCH STREET, ARMTHORPE, ON TUESDAY, 02 DECEMBER 2025

PRESENT:

Chairperson: Councillor C Brodhurst Brown.

Councillors: A Barrington, N Berry, A Bradley, L Bradley, C Head, L Monks, E North, C Parry, S Rose, and C Trewick.

City Councillors: C Marriott and N Pritchard.

Clerk to the Council: S Youngman.

Three members of the public.

101 APOLOGIES

Apologies were received from Councillors A Duckitt, M Jackson, T Needham and M Walton.

RESOLVED: To approve the reasons for absence.

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

None identified.

103 DECLARATIONS OF PERSONAL AND PREJUDICIAL INTERESTS

The following declarations were made:

Councillor C Brodhurst Brown: Matters relating to Armthorpe Food Support.

Councillor C Head: Matters relating to Armthorpe Food Support.

Councillor L Monks: Matters relating to Firefly Cancer Support and Armthorpe Food Support.

Councillor E North: Matters relating to Armthorpe Food Support.

104 MINUTES OF THE FULL COUNCIL MEETING HELD ON 11 NOVEMBER 2025

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

105 MINUTES OF THE EVENTS MEETING HELD ON 21 OCTOBER 2025

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

106 MINUTES OF THE COMMUNITY CENTRE & GENERAL-PURPOSE MEETING HELD ON 21 OCTOBER 2025

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

107 PLANNING

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

Tel: 01302 830543

25/01968/OUT: Adjacent 55 Reeves Way: Outline application for erection of four-bedroom detached house (all matters reserved).

RESOLVED: To object to the application due to concerns relating to parking issues, overdevelopment and access

108 FINANCE

a. Bank Reconciliation

Council members were provided with the bank reconciliation dated 31st October 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
	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	£3,151.65
	Worldpay	Subscription	£1.20
		Commission	£91.52
	British Gas	Gas Supply – Community Centre	£227.62
	Tesco Mobile	Clerk Mobile Phone Charges	£31.99
	Sage	Payroll Subscription	£112.80
	Copy Print Scan	Photocopying Charges	£112.16
	Biffa	Recycling Charges – Community Centre	£52.42
	O2	S&R Mobile Phone Charges	£30.30
	Waterplus	Surface Water Drainage Fees – Community Centre	£291.87
BACS	Wages	Wages	
	TSSL of Doncaster Ltd	Security – Firework Event	£792.00
	R & S Security	Servicing Fees – Intruder Alarm	£117.60
	Quando Drinks Ltd	Bar Supplies	£1,735.12
	Vocon	Advance Warning Signage	£168.00
	LITE	Christmas Lighting Scheme	£19,642.08
	DSA Gardening	Grounds Maintenance Fees	£528.00
	Albany Computer Services	Domain Name and Email Registration Fees	£495.00
	Fuse Fireworks	Firework Display Fees	£4,888.32
	DB Entertainment	Rode Bull – Firework Event	£684.00
	Branded Sportswear	Sports Competition Plaque	£30.00

	M Dymniuk	Tea Dance Sessions – October	£300.00
	Cynetix	M365 Licence	£103.68
	Vocon	Road Closure Fees – Remembrance	£918.00
	R & S Security	Fire Alarm Repairs	£174.00
	Branded Sportswear	Medals – S&R	£100.13
	YLCA	Salary Evaluation Fees	£252.00
	Jamie Warren	Entertainment Fees – Christmas Tea Event	£400.00
	Stacy's Entertainment	Christmas Party Entertainment Fees	£200.00
CC	Ashbridge Trees	Funded Tree Project	£1,751.67
	Amazon	Hooks	£11.18
	Post Office Ltd	Postage	£3.60
	Morrisons	Bar Supplies	£5.95
	Aldi	Bar Supplies	£2.18
			£6.33
	B&M	Cleaning Supplies	£11.94
	We Can Source It Ltd	Line Cleaner	£30.52
	Morrisons	Bar Supplies	£28.00
	Amazon	Watering Cans – Burial Ground	£27.80
	Aldi	Tea Dance Supplies	£8.14
	Keyhole Services	Lock Repair	£93.12
	Amazon	Watering Cans – Burial Ground	£55.84
		Diary	£5.48
		Water Boiler Filter	£57.82
	Crusty Cop Shop	Bread – Halloween Party	£30.12
	Amazon	Kitchen Supplies	£10.99
		Refund – Watering Cans	-£6.95
	The Village Butcher	Pies – Quiz Night	£100.00
	Asda	Quiz Night Supplies	£34.43
	Aldi	Bar Supplies	£4.36
	Keyhole Services	Key Cutting Services	£15.68
	Amazon	Bar Supplies	£11.87
			£23.21
	Cadburys	Selection Boxes – Christmas Market	£601.99
	Hexai Group Ltd	Halloween Supplies	£20.97
	Aldi	Halloween Supplies	£39.50
	Ad Fontes Co Ltd	Screws	£14.87
	Power Music	Subscription	£14.95
	We Can Source It Ltd	Refund	-£31.14
	Keyhole Services	Refund	-£15.68
	Gocableties Ltd	Cable Ties – Christmas Decorations	£18.96
	Amazon	Superglue	£8.09
	Trimming Shop	Tablecloths	£22.08
	Amazon	Tie Wraps – Remembrance	£29.94

	Aldi	Halloween Supplies	£4.06
	B&M	Halloween Supplies	£16.20
	Gocableties Ltd	Tie Wraps – Christmas Decorations	£36.02

RESOLVED: To approve the payments.

c. Income and Expenditure Report

Council members were provided with a copy of the report dated 31ST October 2025.

RESOLVED: To approve the report.

d. Interim Internal Audit Report

Council members were provided with a copy of the report from the inspection that had been carried out in October.

RESOLVED: To note receipt of the report.

e. 2026-2027 Draft Budget

Council members were provided with a copy of the draft budget along with a report to explain any significant changes to budgetary requirements which included an additional members of staff to maintain Council land and assets, the installation of solar panels and additional reports required for the play park project.

RESOLVED: To approve the draft budget.

109 PARISH MATTERS

a. **Rands Lane Burial Ground:** No matters reported.

b. **Mercel Avenue Allotments:** The Clerk advised that a fridge had been dumped on a plot which has resulted in paying a contractor £75.00 to remove.

c. **Play Park Project:**

i. **Car Park Design Fees:** Council members were provided with quotes from three companies to provide designs and associated reports for the proposed car park

RESOLVED: To appoint Building Link Design at a cost of £3,175.00 plus VAT.

d. **Solar Panels:** No updates.

e. **Website and Branding:** Council members were provided with the brand concepts for review.

RESOLVED: To approve option one.

f. **Armthorpe Food Support**

i. **Update from Councillor C Brodhurst Brown**

Councillor C Brodhurst Brown advised that the food support provision would be closing, and the last deliveries would be sent on 18th December. An explanation of the rationale for the decision was provided, and gratitude was expressed to all the volunteers, Parish Council and external funders who had enabled the project to run for six years.

ii. Food Support Room

Councillor C Brodhurst Brown advised that funding of £19,279 has been successfully secured from the Better Youth Spaces Fund. The funding is for equipment and furniture to enhance the youth club provision. The food support room could be repurposed as a designated space for the youth club project, and the room could also be used by community groups as a meeting space.

iii. Community Development Worker

Councillor C Brodhurst Brown made a recommendation for Council members to consider applying for funding to employ a Community Development Worker who could work with families, community groups and work with people suffering from food poverty and isolation.

RESOLVED: To approve for funding to be sought to employ a Community Development Worker.

g. Armthorpe Community Coffee Shop

Councillor L Monks provided members with an update on the money raised from the coffee shop provision and the Summer ball event held in August. To date, a total of £9,937.65 has been raised which would not be possible without the support of the Parish Council.

Members expressed appreciation with a round of applause.

110 **COMMITTEES**

Council members were asked to approve the appointment of Councillor C Parry onto the Community Centre and General-Purpose Committee.

RESOLVED: To approve the appointment.

111 **CITY COUNCILLOR UPDATES**

Councillor N Pritchard advised that he is currently working on five cases with South Yorkshire Police and is also assisting a member of the public who is experiencing issues with getting mail delivered.

Councillor C Marriott expressed gratitude for the guidance received from Councillor T Needham and provided an update on the following matters:

- Increase in service charges for the businesses on the parade of shops on Church Street, a meeting has been requested with the landlord.
- Funding for defibrillator at Armthorpe Community Centre.
- Attendance at the Christmas Market event.

112 **POLICIES**

a. Disposal of Council Documents and Equipment

Council members were provided with a copy of the policy.

RESOLVED: To approve the policy.

b. Information Security

Council members were provided with a copy of the policy.

RESOLVED: To approve the policy.

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c. Email and Internet Usage

Council members were provided with a copy of the form.

RESOLVED: To approve the form.

d. Information Sharing

Council members were provided with a copy of the policy.

RESOLVED: To approve the policy.

e. LGA Model Code of Conduct

Council members were provided with a copy of the policy.

RESOLVED: To approve the policy.

f. Reserves Policy

Council members were provided with a copy of the policy.

RESOLVED: To approve the policy.

113 DATE AND TIME OF NEXT MEETING

RESOLVED: To hold the next Full Council meeting on Tuesday 6th January 2026 at 7pm

114 MEMBERS ITEMS

Councillor A Barrington expressed thanks for everyone involved in the Food Support project and congratulations on the news of funding for the youth club project.

Councillor A Barrington questioned whether Council members receive the minutes from all committees. The Clerk confirmed that minutes from all committees are brought to Full Council once approved.

Councillor E North questioned whether there are any SEND activities for the over 18's. Council members suggested liaising with the Sports and Recreation Office and Flying Futures to discuss the possibility of suitable sessions.

Councillor N Berry reported potholes on Church Street. Councillor C Marriott agreed to report the matter to Doncaster Council.

There being no further Council business the meeting was closed.

PUBLIC SESSION

A member of the public reported a trip hazard on the footpath outside White House Farm Medical Centre. Councillor C Marriott agreed to report the issue to Doncaster Council.

A member of the public made a suggestion for the E-scooter posters to be displayed in local businesses. Council members agreed to ask the Sports and Recreation Officer to share the posters with schools.

A member of the public expressed gratitude to the Parish Council for the work they carry out.

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