

MINUTES OF THE MEETING OF THE SPORTS AND RECREATION SUB COMMITTEE HELD IN ARMTHORPE
COMMUNITY CENTRE ON MONDAY 22nd June 2026

PRESENT

Chairperson: Councillor T Needham.

Councillors: C Head, L Monks, E North and M Walton.

Sarah Youngman: Clerk to the Council.

Carl Hughes: Sports and Recreation Officer.

One member of the public.

NOT IN ATTENDANCE

Councillor M Jackson.

01 ELECTION OF CHAIRPERSON

Members were asked to appoint a Chairperson for the year ahead.

RESOLVED: To appoint Councillor T Needham.

02 ELECTION OF VICE CHAIRPERSON

Members were asked to appoint a Vice Chairperson for the year ahead.

RESOLVED: To appoint Councillor E North.

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

None.

04 DECLARATIONS OF PERSONAL AND PREJUDICIAL INTERESTS

None.

05 APOLOGIES

None received.

06 APPROVAL OF THE MINUTES OF THE MEETING HELD ON 24th FEBRUARY 2026

RESOLVED: To approve the minutes as a true record of the meeting and for the minutes to be signed.

07 SUMMER HOLIDAY PROGRAMME

a) Risk Assessment

Council members were provided with a copy of the risk assessment.

RESOLVED: To approve the document.

b) Lost Found/Not Collected Child Policy.

Council members were provided with a copy of the policy.

RESOLVED: To approve the policy, subject to the removal of the reference defining an adult as anyone over the age of 14.

c) Prevent Duty Policy

Council members were provided with a copy of the policy.

RESOLVED: To approve the policy.

d) Child Protection and Safeguarding of Vulnerable Adults Policy.

Council members were provided with a copy of the policy.

RESOLVED: To approve the policy once the Protection Form has been realigned to correspond with the Parish Council Disciplinary Procedures.

e) Safeguarding Reporting Procedure

Council members were provided with a copy of the procedure.

RESOLVED: To approve the policy.

f) LADO Procedure

Council members were provided with a copy of the policy.

RESOLVED: To update the reference to HM Government Guidance, Working Together to Safeguard Children to 2023 (replacing the outdated 2018 reference). To amend the clause regarding referrals so that all referrals are directed to Doncaster Council LADO, rather than the Parish Council.

g) Administration of Medication Policy and Procedures

Council members were provided with a copy of the policy,

RESOLVED: To approve the policy.

h) Staffing Arrangements

Council members were provided with a detailed report outlining the current staffing arrangements for the Youth Club facility and the Summer Camps, which also included recommendations to employ in-house staff to work alongside staff from an external provider.

RESOLVED: For the matter to be forwarded to the Staffing Committee to review and approve the Job Description, and to advertise the vacancies and undertake staff interviews.

08 YOUTH CLUB

a) Staffing Arrangements

Discussed under previous item.

b) Special Educational Need (SEN) Sessions

The Sports and Recreation Officer advised that several schools had expressed an interest in bringing SEN children from their schools to the Youth Club during the daytime. The children would remain under the supervision and responsibility of the school staff, and the sessions would allow them to enjoy the facilities at a quieter time.

RESOLVED: To trial the project from September to December providing the schools carry out risk assessment and sign a user agreement.

09 FUTURE AGENDA ITEMS

RESOLVED: To discuss the structural programme of meeting and the Youth Council.

10 DATE AND TIME OF NEXT MEETING:

RESOLVED: To meet bi-monthly on the first Monday of each month with the next meeting being on 7th September 2026 at 7pm.