

MINUTES OF THE MEETING OF ARMTHORPE PARISH COUNCIL HELD IN ARMTHORPE COMMUNITY CENTRE,
WELFARE PARK, CHURCH STREET, ARMTHORPE, ON TUESDAY, 05 MAY 2026

PRESENT:

Chairperson: Councillor C Brodhurst Brown.

Councillors: A Barrington, A Bradley, A Duckitt, C Head, M Jackson, L Monks, T Needham, E North, C Parry,
and M Walton.

Clerk to the Council: S Youngman.

Seven members of the public.

Not in attendance: Councillor L Bradley

01 APPOINTMENT OF CHAIRPERSON

Council members were asked to appoint a Chairperson for the year ahead.

RESOLVED: To appoint Councillor C Brodhurst Brown.

02 APPOINTMENT OF VICE CHAIRPERSON

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

RESOLVED: To appoint Councillor C Head.

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

RESOLVED: None

04 DECLARATIONS OF PERSONAL AND PREJUDICIAL INTERESTS

Councillor L Monks declared an interest in item 16(a).

Councillor C Brodhurst Brown declared an interest in item 11(b).

Councillor T Needham declared an interest in item 11(b).

Councillor M Jackson declared an interest in item 11 (a) (26/00204/FUL).

05 APOLOGIES

Apologies were received from Councillors S Rose and C Trewick.

RESOLVED: To approve the reasons for absence.

06 GENERAL POWER OF COMPETENCE

Council members were provided with a report from the Clerk which explained the purpose of the General Power of Competence along with the eligibility to declare the power.

RESOLVED: To resolve that the Council meets the criteria to make the declaration for the year ahead.

07 MINUTES OF THE FULL COUNCIL MEETING HELD ON 07 APRIL 2026

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

08 MINUTES OF THE EVENTS MEETING HELD ON 17 MARCH 2026

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

09 MINUTES OF THE COMMUNITY CENTRE AND GENERAL-PURPOSE MEETING HELD ON 17 MARCH 2026

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

10 MINUTES OF THE TRAFFIC MEETING HELD ON 10 MARCH 2026

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

11 PLANNING

a. Planning Applications

26/00204/FUL: Armthorpe Miners Welfare Recreational Ground: Replacement of four current 24m high lighting towers with six new 15m high light towers equipped with modern LED floodlights.

No objections were raised by Council members.

b. Request from Against Ladycroft Development Group

Council members received a request for the land between 17 and 19 Ladycroft Road to be registered as an Asset of Community Value. It was further requested that, should the land be offered for sale in the future, the Parish Council consider placing a moratorium on the sale to safeguard the land for community use.

RESOLVED: To approve the request for the land to be registered as an Asset of Community Value.

12 FINANCE

a. Internal Audit Report 2025-2026

Council members were provided with the report from the Internal Auditor.

RESOLVED: To approve the report.

b. Schedule of Payments

Method	Payee	Item	Amount
DD	Onecom	Telephone Charges – Community Centre	£188.84
	Wages	Wages	£21,199.63
BACS	Flying Futures	Youth Club Support	£720.00
	Gloaming Tree Surgery Ltd	Emergency Tree Works – Cow House Lane	£240.00

	City of Doncaster Council	Grounds Maintenance – Briar Road	£37.22
		Rent – Briar Road	£2.00
		Business Rates – The Acorn Hub	£1,519.46
		Grounds Maintenance – Briar Road	£224.27
		Christmas Lighting Checks	£785.07
	Zurich Municipal	Insurance – 2025-2026	£2,937.70
	Abouncearound Doncaster	Inflatables – Easter Holiday Camp	£1,200.00
DD	Worldpay	Subscription	£1.20
		Fees	£77.60
	Quando Drinks Ltd	Bar Supplies	£306.76
		Bars Supplies	£459.66
	City of Doncaster Council	Business Rates – Community Centre	£13,230.00
	Sage	HR & Payroll Subscription	£112.80
	Tesco Mobile	Clerk Mobile Phone Charges	£33.32
	CF Corporate	Photocopier Lease	£301.50
	South Yorkshire Pensions Authority	Pension Contributions	£3,693.34
	Copy Print Scan	Photocopying Charges	£189.11
	BT	Broadband Charges – The Acorn Hub	£39.49
BACS	The Testing Lab	Legionella Risk Assessment	£420.00
	Building Link Design	RIBA Work Stag 3b fees and disbursements – Park Project	£11,900.88
	Yorkshire Local Councils Association	Membership	£1,903.00
	J P Glasby	Lighting upgrades and Youth Club lighting	£2,897.47
	LITE	Christmas Lighting Installation Fees	£20,827.68
	Dining Diva	Cleaning Supplies	£99.30
	Rialtas Business Solutions	Accounting, Bookings & Cemetery Software and Support Fees	£2,478.00
	M Dymniuk	Tea Dance Sessions – March	£300.00
DD	British Gas	Gas Supply – Community Centre	£673.52
BACS	City of Doncaster Council	Grounds Maintenance – Briar Road	£37.22
	Smart Door Solutions Ltd	Automatic Door Servicing Fees	£156.00
	UK Tents	Gazebo with Branding	£974.00
	E Sherburn	Deposit Refund	£100.00
	D Alcock	Deposit Refund	£100.00
	K Graves	Deposit Refund	£100.00
DD	EDF	Electricity – Community Centre	£1,447.94
CC	Amazon	Water Boiler Filter	£57.82
	Aldi	Tea Dance Supplies	£27.38
	Ebay	Refund	-£4.89
	APCS	DBS Check	£62.70
	Royal Mail	Stamps	£87.00
	Viking	Kitchen Supplies	£158.93
	Aldi	Milk	£4.80
	ACPS	DBS Check	£62.70

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		DBS Check	£62.70
	Amazon	Ribbon – Youth Club Opening	£6.64
		Youth Club Opening Supplies	£10.98
	Aldi	Bar Supplies	£2.97
		Youth Club Opening Supplies	£42.76
	City of Doncaster Council	Planning Application Fee – Solar Panels	£232.00
	Amazon	Cleaning Supplies	£8.52
		Stationery	£6.99
	B&M	Cleaning Supplies	£29.99
	M&S	Quiz Night Prizes	£18.50
	Aldi	Milk	£7.20
	Amazon	Stationery	£6.99
	Aldi	Bar Supplies	£4.36
	B&M	Storage Containers – Clean up Champion	£22.00
		Easter Holiday Camp Supplies	£34.75
	Power Music	Subscription	£14.95
	Bestway Wholesale	Vending Machine Supplies	£319.78

RESOLVED: To approve the payments.

c. Bank Reconciliation

Council members were provided with a copy of the report dated 31st March 2026.

RESOLVED: To approve the report.

d. Appointment of members to check accounts.

Council members were asked to consider volunteering to check the accounts on a monthly basis for internal audit purposes.

RESOLVED: For Councillors, A Duckitt and C Head to check the accounts.

13 TERMS OF REFERENCE

Council members were provided with a report including the details of all the committees of the Council.

RESOLVED: To approve the report.

14 APPOINTMENT OF COMMITTEE MEMBERS

Members were invited to volunteer to serve on the Parish Council's committees.

RESOLVED: For the following appointments to committees to be made:

Events: Councillors A Barrington, C Brodhurst Brown, C Head, M Jackson, L Monks, E North and C Parry.

Community Centre & General Purpose: Councillors A Bradley, C Brodhurst Brown, C Head, L Monks, T Needham, E North and C Parry.

Finance: Councillors A Bradley, C Brodhurst Brown, C Head, T Needham, C Parry and M Walton.

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Staffing: Councillors A Bradley, C Brodhurst Brown, A Duckitt, C Head and E North.

Disciplinary and Grievance: Councillors A Barrington, T Needham, E North, and M Walton.

Freeman: Councillors A Barrington, C Brodhurst Brown, C Head, T Needham and M Walton.

Strategic Planning: Councillors A Barrington, C Brodhurst Brown, A Duckitt, T Needham, C Parry, S Rose and M Walton.

Sports and Recreation: Councillors C Head, M Jackson, L Monks, T Needham, E North and M Walton.

Traffic: Councillors A Barrington, C Brodhurst Brown, C Head, T Needham, and C Parry.

15 CITY COUNCILLOR UPDATES

Councillor T Needham advised that he had been continuing with Mayoral duties.

16 POLICIES

a. Standing Orders

Council members were provided with a copy of the policy.

RESOLVED: To approve the policy.

b. Financial Regulations

Council members were provided with a copy of the policy.

RESOLVED: To approve the policy.

c. Biodiversity

Council members were provided with a copy of the policy.

RESOLVED: To approve the policy.

17 CORRESPONDENCE

a. Request for funding for Firefly Summer Celebration

Council members were provided with a copy of letter requesting funding towards the provision of catering for the event.

RESOLVED: To approve a donation of £500.00.

b. Letter of Resignation

Council members were provided with a copy of the letter received from Councillor N Berry.

RESOLVED: To write to N Berry to thank him for his contribution as a Parish Councillor.

c. Letter regarding fly tipping

Council members were provided with copy of the letter to advise of numerous incidents of fly tipping on land to the rear of Wickett Hern Road and Holme Lane, all matters have been reported to City of Doncaster Council.

RESOLVED: To thank the resident for the letter.

d. Beating of the Bounds

Council members were provided with a copy of the letter from a resident to enquire about resurrecting the Beating of the Bounds.

RESOLVED: For Councillors A Barrington, A Bradley and C Head to work on the project.

18 DATE AND TIME OF NEXT MEETINGS

RESOLVED: To hold the meeting on Tuesday 2nd June 2026 at 7pm.

19 MEMBERS ITEMS

Councillor M Walton asked for the Clerk to contact Royal Mail to enquire when the post box located on Palm Avenue will be available to use.

Councillor E North reported issues with fly tipping on Barton Lane. Councillor T Needham agreed to investigate the matter.

Councillor E North reported an issue with rubbish being stored and burnt on private land adjacent to Brampton Lane. Councillor T Needham agreed to report the issue to Environmental Health.

PUBLIC SESSION

A member of the public raised concerns with the proposal to install an additional tap at the allotment site as there are issues with water pressure, the additional tap would add to this.

Council members agreed to discuss the matter at the next Community Centre and General-Purpose meeting and to encourage allotment tenants to use water butts.

A member of the public provided members with an access problem in relation to the Beating of the Bounds, historically there have been issues with accessing Seven Yard Road.

A member of the public advised that the issue of burning rubbish reported by Councillor E North has happened on numerous occasions.

A member of the public advised that there is a vast shortage of green spaces in Armthorpe.

A member of the public questioned the upkeep of the burial ground. The Clerk advised that the Parish Council has appointed a new member of staff to manage the grounds. Although progress has been delayed while awaiting the delivery of machinery, improvements to the grounds will be made shortly.

A member of the public raised concerns with the DCLT booking system.

A member of the public raised the matter of increased traffic in the village and the local roads being used to 99% of the capacity with an expected increase to 111% over the next 10 years. A request was made for the Parish Council to put pressure on the City of Doncaster Council to resolve the traffic issues.

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A member of the public asked whether the Parish Council had been consulted on the current request for sites being undertaken by City of Doncaster Council. The Clerk confirmed that the Parish Council had not been consulted with on the matter.

A member of the public remarked on the initiative to install LED lighting at the football grounds.

A member of the public advised that the grounds maintenance team working locally are cutting grass that hasn't been litter picked, therefore, litter is being shredded which worsens the matter. Councillor T Needham agreed to report the matter to Doncaster Council.

A member of the public questioned whether the new barber shop on Mill Street requires a change of use. The Clerk agreed to check with the planning department at Doncaster Council.

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