



MINUTES OF THE MEETING OF ARMTHORPE PARISH COUNCIL HELD IN ARMTHORPE COMMUNITY CENTRE, WELFARE PARK, CHURCH STREET, ARMTHORPE, ON TUESDAY, 23 JANUARY 2024

PRESENT:

Chairperson: Councillor C Brodhurst Brown.

Councillors: A Barrington, N Berry, C Head, S Knowles, L Mason, T Needham, S Rose, K Stothard and M Walton.

Clerk to the Council: S Youngman

APOLOGIES

Apologies were received from Councillors C Joseph Jay, E North, T Nowell and F Tyas.

RESOLVED: To approve the reasons for absence.

147 SIGNING OF ACCEPTANCE OF OFFICE FORM

Councillor S Rose signed the Acceptance of Office form.

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

None identified.

149 DECLARATIONS OF PERSONAL AND PREJUDICIAL INTERESTS

None declared.

150 2024-20245 BUDGET ESTIMATES AND PRECEPT

RESOLVED: To approve the budget estimates provided and to request a precept of £325,494, resulting in an increase of 14.71% which equates of £10.00 per year for a band D property.



MINUTES OF THE MEETING OF ARMTHORPE PARISH COUNCIL HELD IN ARMTHORPE COMMUNITY CENTRE, WELFARE PARK, CHURCH STREET, ARMTHORPE, ON TUESDAY, 06 FEBRUARY 2024

PRESENT:

Chairperson: Councillor C Brodhurst Brown.

Councillors: A Barrington, N Berry, C Head, C Josphe Jay, S Knowles, L Mason, T Needham, S Rose, K Stothard, F Tyas, and M Walton.

Clerk to the Council: S Youngman.

Four members of the public.

APOLOGIES

Apologies were received from Councillors E North and M Walton.

RESOLVED: To approve the reasons for absence.

NOT IN ATTENDANCE

Councillor T Nowell.

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

Item 7a.

152 DECLARATIONS OF PERSONAL AND PREJUDICIAL INTERESTS

None declared.

153 MINUTES OF THE FULL COUNCIL MEETING HELD ON 09 JANUARY 2024

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

154 MINUTES OF THE COMMUNITY CENTRE AND EVENTS COMMITTEE MEETING HELD ON 21 NOVEMBER 2023

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

155 BURIAL GROUND

Council members were provided with a request for a family to purchase an ashes plot for a family who intend to use the plot for three sets of ashes.

RESOLVED: To approve the request and to offer the family further support if required.

156 ALLOTMENTS

Nothing to report, Council members asked the Clerk to provide an update on the new site at the next meeting.

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

157 PLANNING

23/02625/FUL: Brooklands, Church Street: Proposed dormer bungalow with associated external works.

RESOLVED: To object to the application due to concerns regarding the trees with Tree Protection Orders in place, access issues, drainage, and privacy.

24/00069/FUL: 59 Paxton Crescent: Erection of single storey porch extension and installation of bay window to front elevation.

No objections raised.

158 SCHEDULE OF PAYMENTS

Method	Payee	Item	Amount
DD	BT	Broadband - CC	£79.06
	Croner	HR Subscription	£385.19
	Sky	Broadband – The Acorn Hub	£23.94
	HMRC	Month 9 PAYE & NI	4,274.70
	SYPA	December Pension Contributions	£3,445.94
	EDF Energy	Electricity	£1,286.00
	Doncaster Council	Business Rates	£1,004.00
	Worldpay	Subscription	£18.00
	Tesco Mobile	Clerk – Mobile Phone	£33.99
	O2	S&R – Mobile Phone	£36.59
	Worldpay	Subscriptions	£11.94
	Sage	Payroll Subscription	£78.60
BACS	L Savage	Refund – Cancelled Booking	£56.00
	D Hoyes	Laundry Charges	£88.00
		Tea Dance Supplies	£2.90
	Stage Right Creative	Pantomime Licence Fee	£110.00
	R Power	Singalong Sessions - December	£150.00
	M Dymniuk	Tea Dance Session – December	£240.00
	Gloaming Tree Surgery	Tree Works – Cleveland Road	£1,200.00
	Wages	Wages	£16,004.72
	Millside Heating	Plumbing Repairs	£206.40
	DSA Gardening	Grounds Maintenance	£1,056.00
	Kiwa Ltd	Column Testing Fees – Christmas Lighting Scheme	£587.16
DD	Business Stream	Water Supply – Allotments	£342.88
BACS	Russell Richardson	Shredding Services	£70.80
	Quando	Bar Supplies	£289.04
			£860.22
			£1,576.70
			£62.88

	Doncaster Council	Waste Removal Fees - Burial Ground	£278.00
		Waste Removal Fees – Community Centre	£628.50
	J P Glasby	Repair to Outside Light Controls	£782.72
	Doncaster Council	Grounds Maintenance Fees	£851.41
	Martin Little Memorial Services	Memorial Fixing	£175.00
	Aircon Group	Air Conditioner Services Fees – Main Hall	£618.00
		Food Support Room	£139.90
		Cellar	£306.00
		Deep Clean of Cellar	£366.02
	Branded Sportswear	Uniform	£22.95
	Christmas Plus	Repairs to Hatfield Lane Tree	£207.00
	B Cheetham	Stock Take Report	£80.00
	Warren Harper	Plumbing Repairs	£100.00
DD	Waterplus	Surface Water Charges – Community Centre	£253.50

RESOLVED: To approve the payments.

159 BANK RECONCILIATIONS

Council members were provided with the bank reconciliation reports for December 2023.

RESOLVED: To approve the report.

160 UPDATES FROM CITY COUNCILLORS

Councillor T Needham provided the following updates:

- A delay in the traffic lights being removed from Nutwell Lane.
- The installation of a new sign on Church Street for Armthorpe Welfare Football Club and Armthorpe Pavillion.
- The repair of a manhole cover of Nutwell Lane.
- Details of the one.network website, where information regarding roadworks can be found.

161 VOLUNTEERING POLICY

Council members were provided with a copy of the draft policy.

RESOLVED: For the policy to be reviewed by the Sports and Recreation Committee.

162 OPENING OF HAYDN GRIFFITHS WAY

Council members discussed arranging an event to mark the opening of the street with Armthorpe Elmfield Band.

RESOLVED: For the matter to be discussed by the Events committee.

163 STREET NAME PLAQUES

Council member discussed installing plaques on the street's named after the fallen, named on the Lychgate.

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

RESOLVED: For the Clerk to contact Doncaster Council to find out whether a licence would be needed and to obtain costs for the plaques.

164 CORRESPONDENCE

Letter of resignation from Councillor A Dickson

Council members noted the resignation and the Clerk agreed to inform Electoral Services.

165 DATE AND TIME OF NEXT MEETING

Sports and Recreation: Monday 04 March 2024 at 6pm.

Full Council: Tuesday 05 March 2024 at 7pm.

Strategic Planning: Tuesday 12 March 2024 at 6pm.

166 MEMBERS ITEMS

Councillor F Tas reported an issue with litter along the A630 towards the M18. Councillor T Needham agreed to report the matter to Doncaster Council.

Councillor N Berry reported an encroaching hedge on Armthorpe Road, opposite the House Waste Recycling Centre.

Councillor C Head advised that the bid for funding for the Bumping Spaces had been unsuccessful and assistance from the Bumping Spaces team seemed to have been withdrawn. Councillor A Barrington and C Head are working on a new approach to the project.

Councillor A Barrington reported several incidents with bikers riding menacingly on footpaths and encouraged members to report any further incidents to the Police. Councillor T Needham agreed to report the matter to Doncaster Council.

Councillor S Rose suggested implementing a What's it Worth option when arranging events. Council members agreed for the suggestion to be discussed by the Events committee.

Councillor S Rose suggested engaging with larger companies to discuss the potential for them to donate time as part of their Corporate Social Responsibility targets. A suggestion was also made to arrange an awards evening for businesses. Council members agreed for the matter to be discussed by the Strategic Planning committee.

Councillor C Josphe Jay advised that Pets as Therapy had withdrawn their services from Armthorpe Community Centre.

Councillor K Stothard raised the matter of the uneven surface outside Shaw Wood Academy. Councillor T Needham agreed to arrange an inspection with Doncaster Council.



ARMTHORPE
PARISH COUNCIL

MINUTES OF THE MEETING OF THE COMMUNITY CENTRE AND GENERAL PURPOSES COMMITTEE
HELD IN ARMTHORPE COMMUNITY CENTRE, WELFARE PARK, CHURCH STREET, ARMTHORPE, ON
TUESDAY, 16 JANUARY 2024

PRESENT:

Chairperson: Councillor C Brodhurst-Brown.

Councillors: A Barrington, N Berry, C Head, C Joseph Jay, L Mason, T Needham, T Nowell, F Tyas and M Walton.

Clerk to the Council: S Youngman.

Sports & Recreation Officer: C Hughes.

Community Clean up Champion: L Pedley.

APOLOGIES

Apologies for absence were received from the following Councillors and their reason for absence were approved:

Councillor K Stothard.

NOT IN ATTENDANCE

Councillor E North.

56 TO CONSIDER ITEMS THAT REQUIRE THE EXCLUSION OF THE PRESS AND PUBLIC

None.

57 DECLARATIONS OF PERSONAL AND PREJUDICIAL INTEREST

None declared.

58 MINUTES OF THE MEETING HELD ON 17 OCTOBER 2023

Council members were provided with a copy of the draft minutes.

RESOLVED: To approve the minutes as a true record of the meeting.

59 MONTHLY REPORT RECEIVED FROM THE COMMUNITY CLEAN UP CHAMPION

Council members were provided with a copy of the report.

Councillor T Needham advised that the meeting to progress the bin audit had been escalated.

A discussion took place about the plans for the Great British Spring Clean event in March, all primary schools and air cadets will be invited to take part in the event.

Councillor F Tyas questioned whether Doncaster Council provided feedback from the reports received from the Community Clean up Champion. It was confirmed that no feedback is received, Councillor T Needham agreed to be copied into the reports and chase up feedback.

60 MONTHLY REPORT RECIEVED FROM THE SPORTS AND RECREATION OFFICER

Council members were provided with a copy of the report.

The Sports and Recreation Officer advised that the first Youth Parish Council meeting at taken place, the meeting was successful with ten children attending. Further meetings will take place and the group will be bringing suggestions to the Full Council with a view to being given a project to work on.

61 PURCHASE OF RACKING FOR STORAGE

The Clerk provided Council members with four quotes to purchase racking for the container used for 0-7 play equipment.

RESOLVED: For the racking to be purchased from Screwfix at a cost of £439.99.

62 PURCHASE OF CHAIR COVERS

Councillor members were provided with a cost to purchase chair covers, for the use at functions at a cost of £139.99 for 100 covers.

RESOLVED: To purchase the chair covers and charge a fee of £1.00 per chair.

Council members asked the Clerk to find costs to purchase ribbons for the chairs.

63 MINERS STRIKE ANNIVERSARY – TRAFFIC MANAGEMENT COSTS

Council members were provided with three quotes to provide traffic management services for the event on 17th March 2024.

RESOLVED: To approve the quote received from Vocon Traffic Management at a cost of £990.00.

64 BRIAR ROAD PLAYING FIELD

1. Hire Agreement for Football Teams

Council members were provided with a copy of the draft hire agreement.

Councillor T Needham suggested clarifying which matters should be reported to the Clerk (4a).

A suggestion was made to add a clause that Armthorpe Parish Council will provide 28 days' notice if use of the field is required when a match is scheduled.

RESOLVED: To approve the agreement with the amendments discussed.

2. Fees

Council members were provided with a report from the Clerk regarding the introduction of fees for football clubs using Briar Road playing field.

RESOLVED: Not to introduce a fee and to review the matter in 2025.

Councillor T Nowell left the meeting.

65 QUIZ NIGHT

The Clerk advised that a request been made by the Bar Manager to hold a regular quiz night in the lounge.

RESOLVED: To approve the request and question sheets to be sold for £1.00.

66 EMERGENCY EXPENDITURE

Council members were provided with the costs incurred since the meeting held in October.

Item	Cost	Reason
J P Glasby	£271.20	Electrical repairs caused by a water leak in the plant room.
Kiwa Ltd	£868.26	Lighting column testing for the Christmas lighting scheme
	£587.16	Lighting column testing for the Christmas lighting scheme
Warren Harper	£100.00	Emergency plumbing repairs in the plant room
Millside Plumbing and Heating	£206.40	Repairs to hot water boiler in the plant room
Stage Right Creative Ltd	£110.00	Pantomime licence fee

RESOLVED: To approve the expenditure.

67 MATTERS RELATING TO ARMTHORPE COMMUNITY CENTRE**Replacement of Guttering**

Council members were provided with an additional quote for the work from RCT Exterior Property Services at a cost of £4,150.00.

RESOLVED: To approve the quote providing the contractor provides references.

Replacement of Car park Lighting

Council members were provided with ta quote from J P Glasby to replace twelve wall lights and two bollards at a cost of £1,691.00.

RESOLVED: To approve the quote.

Automatic Doors

Council members were provided with a quote from Smart Door Solutions Ltd to provide a full service of the doors in January and July 2024 at a cost of £306.00.

RESOLVED: To approve the quote.



ARMTHORPE
PARISH COUNCIL

MINUTES OF THE MEETING OF THE EVENTS SUB COMMITTEE HELD IN ARMTHORPE COMMUNITY CENTRE, WELFARE PARK, CHURCH STREET, ARMTHORPE, ON TUESDAY, 16 JANUARY 2024

PRESENT:

Chairperson: Councillor C Head.

Vice Chairperson: Councillor C Brodhurst Brown.

Councillors: A Barrington, N Berry, C Joseph Jay, and T Nowell.

Also present: S Youngman.

APOLOGIES

None received.

NOT IN ATTENDANCE

Councillor E North.

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

None.

31 DECLARATIONS OF PERSONAL AND PREJUDICIAL INTERESTS

None.

32 MINUTES OF THE MEETING HELD ON 21 NOVEMBER 2023

Council members were provided with a copy of the minutes.

RESOLVED: To approve the minutes as a true record of the meeting.

33 REVIEW OF EVENTS

Christmas Market and Christmas Light Switch On: 25th November 2023

Council members noted that the event was extremely well attended and that several changes to the layout are required to deal with overcrowding in the foyer. Councillor A Barrington advised that many of the children visiting Santa's Grotto did not live in the village.

RESOLVED:

1. To discuss the option of implementing a small fee to visit the grotto.
2. To move the grotto outdoors.
3. To obtain costs to hire an inflatable grotto for the event.
4. To review the layout of stalls to create a seating area in the lounge.

Children's Christmas Party: 9th December 2023

Council members noted a well-received event and discussed the arrangements in place, several concerns were raised regarding the lack of staff, potential for accidents and noise.

RESOLVED:

1. For all events to be organised by staff.
2. For all items of expenditure to be purchased by staff.
3. For Councillors to be allocated an area to monitor at events.

Pensioners Christmas Tea: 15th and 16th December 2023

Council members noted that the two events were a success and positive feedback had been received.

RESOLVED: To review the timings of the entertainment for future events.

Pantomime: 6th January 2024

Council members noted that the event had been a great success and expressed thanks to everyone involved in providing the performance.

RESOLVED: To invite the main organisers to the next Full Council meeting to acknowledge thanks.

34

UPCOMING EVENTS

40th Anniversary of Miners' Strike: Sunday 17th March 2024

Council members discussed the arrangements for the day.

RESOLVED:

1. For the Clerk to be provided with the contact details for all guest speakers.
2. For the Clerk to write to the owner of The Pit Club for permission to start the parade from their land.
3. To invite Denise Stothard to attend the event to provide prayers.
4. To promote the event.
5. To invite all local schools to the event.

D-Day 80: Thursday 6th June 2024

Council members discussed the arrangements for the event.

RESOLVED:

1. To invite Markham Main Colliery Band to host a concert before the beacon lighting.
2. To invite Helen Evans to sing at the event.
3. For guests to bring their own picnics, with refreshments available from the bar.

Easter Party: Friday 5th April 2024 – 2pm to 4pm and 6pm to 8pm

Council members discussed the option of organising two events, an afternoon event for young children and a party in the evening for the older children.

RESOLVED:

1. To arrange a party with entertainment and refreshments on the evening of 5th April from 6pm to 8pm.
2. To invite Armthorpe Community Library to provide an event during the day on a date suitable to them.

Miners Memorial: Sunday 1st September 2024

RESOLVED: To approve the date of the event.

Halloween Party: Thursday 31st October 2024 – 6pm to 8pm

RESOLVED: To approve the date of the event.

Firework Display: Monday 4th November 2024

RESOLVED: To approve the date of the event.

Remembrance Parade: Sunday 10th November 2024

RESOLVED: To approve the date of the event.

Christmas Market and Christmas Light Switch On: Saturday 23rd November 2024

RESOLVED: To approve the date of the event.

Children's Christmas Party: Friday 6th December 2024: 6pm to 8pm

RESOLVED: To approve the date of the event.

Christmas Tea: Friday 13th and Saturday 14th December 2024

RESOLVED: To approve the date of the event.

35 NEXT MEETING DATE

RESOLVED: To meet on 20th February 2024 at 6pm.

ARMTHORPE PARISH COUNCIL

LIST OF PLANNING APPLICATIONS FOR CONSIDERATION
AT THE MEETING TO BE HELD ON 05 MARCH 2024

Reference	Property	Application
24/00248/FUL	12 Holly Dene	Erection of first floor extension to side above existing garage and formation of chimney stack to side of house
24/00212/FUL	23 Hornsby Road	Erection of a single storey side extension to replace existing conservatory

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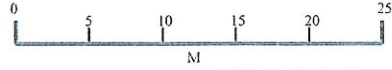
Summary

Reference	24/00248/FUL
Alternative Reference	PP-12802401
Application Received	Tue 13 Feb 2024
Application Validated	Tue 13 Feb 2024
Address	12 Holly Dene Armthorpe Doncaster DN3 2HL
Proposal	Erection of first floor extension to side above existing garage and formation of chimney stack to side of house
Status	Awaiting decision
Appeal Status	Unknown
Appeal Decision	Not Available

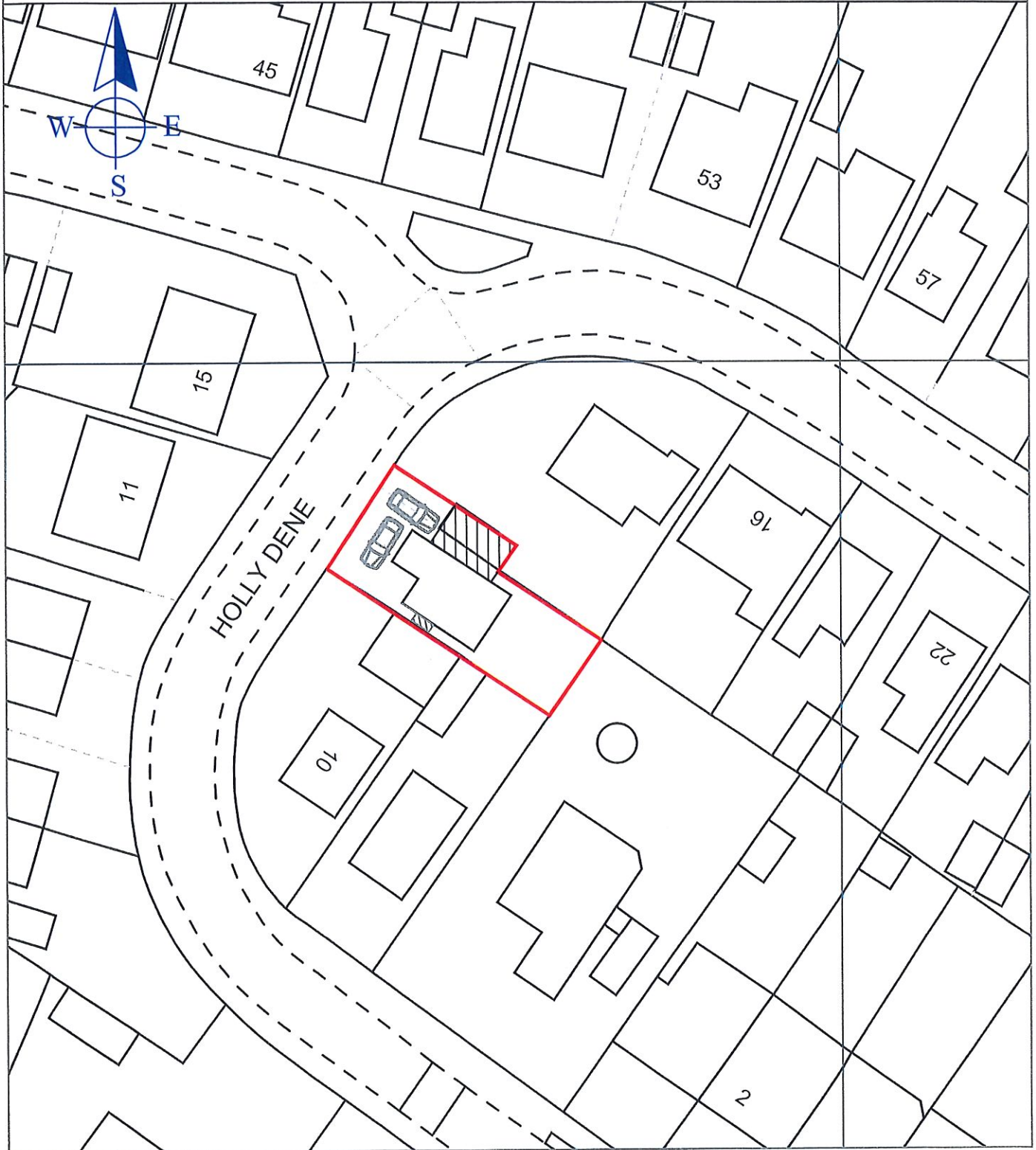
Further Information

Application Type	Full Application
Expected Decision Level	Not Available
Case Officer	Charles MacDonald-Jones
Parish	Armthorpe Parish Council
Ward	Armthorpe
District Reference	Not Available
Applicant Name	Mr Widdowson
Agent Name	Mr Christopher Beckett - HPDS Ltd
Agent Company Name	Chris Beckett
Agent Address	Woburn House Pine Tree Close Wroot Doncaster DN9 2BT
Environmental Assessment Requested	No

BLOCK PLAN SCALE 1:500

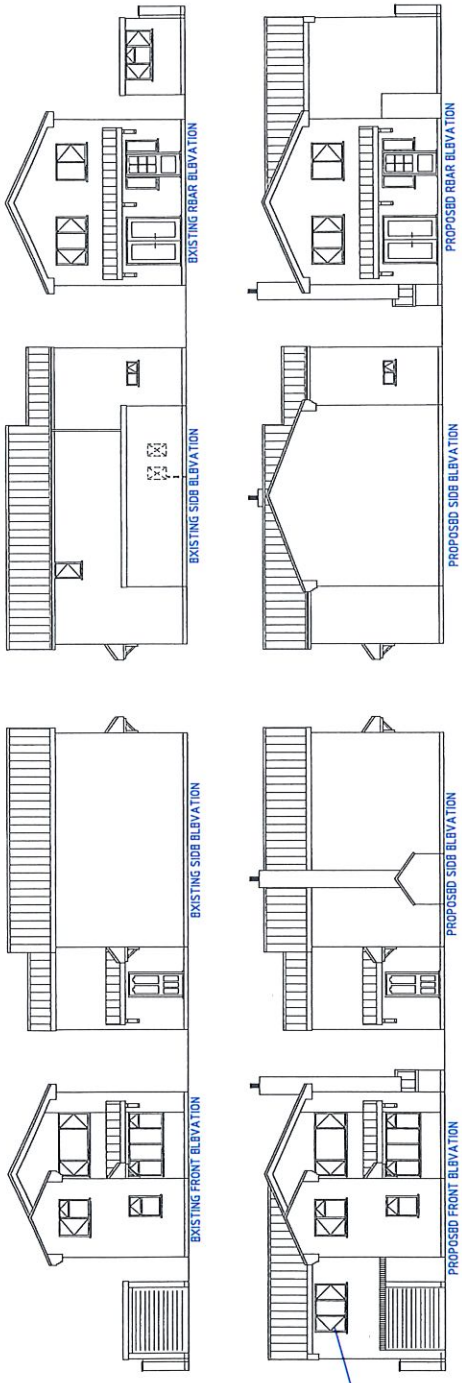


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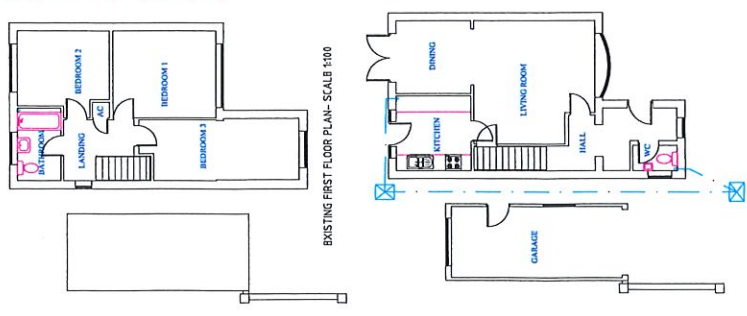


To build a 2 storey side entry to this 3 bed detached house and to build a chimney to side of house
 All work will be carried out in accordance with Building Regulations and all materials used will be of good quality and to current B.S. specifications.

THIS PLAN IS WAITING APPROVAL

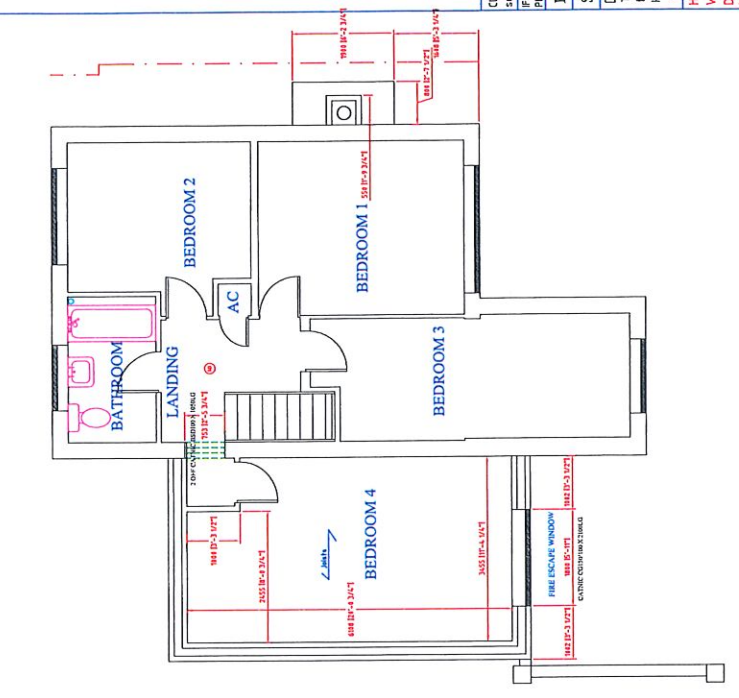


SCALE 1:100



EXISTING FIRST FLOOR PLAN - SCALE 1:100

EXISTING GROUND FLOOR PLAN - SCALE 1:100



FIRE PLACE DIMENSIONS

PROPOSED FIRST FLOOR PLAN - SCALE 1:50

Client to arrange with contractor radiators and electrical panels, lights and sockets as to positioning and location of these items. ALL DIMENSIONS ON THIS ARCHITECTURAL PLAN AND THE PLAN THEREON SHOULD BE IN ACCORDANCE TO CLARITY CORRECT INFO

PLAN REVISION 'A'

SCALE 1:50 @ A1 SHEET 1 OF 1

Disclaimer
 The information on this plan is dimensionally and technically correct to the best of the draughtsmans knowledge who takes no responsibility for any errors detected after Building and Planning Control approval.

HOUSB PLAN DRAWING SERVICES
 WOBURN HOUSE PNG TRBB CLOSE WROOT
 DONCASTER DN9 2BT, TEL: 01302772150
 MOB: 07879-861191

BKTN FOR MR WIDDOWSON
 AT 12 HOLLY DIBB, ARMITHORPE
 DONCASTER, S.YORKS

ITEM 9A

Print Version

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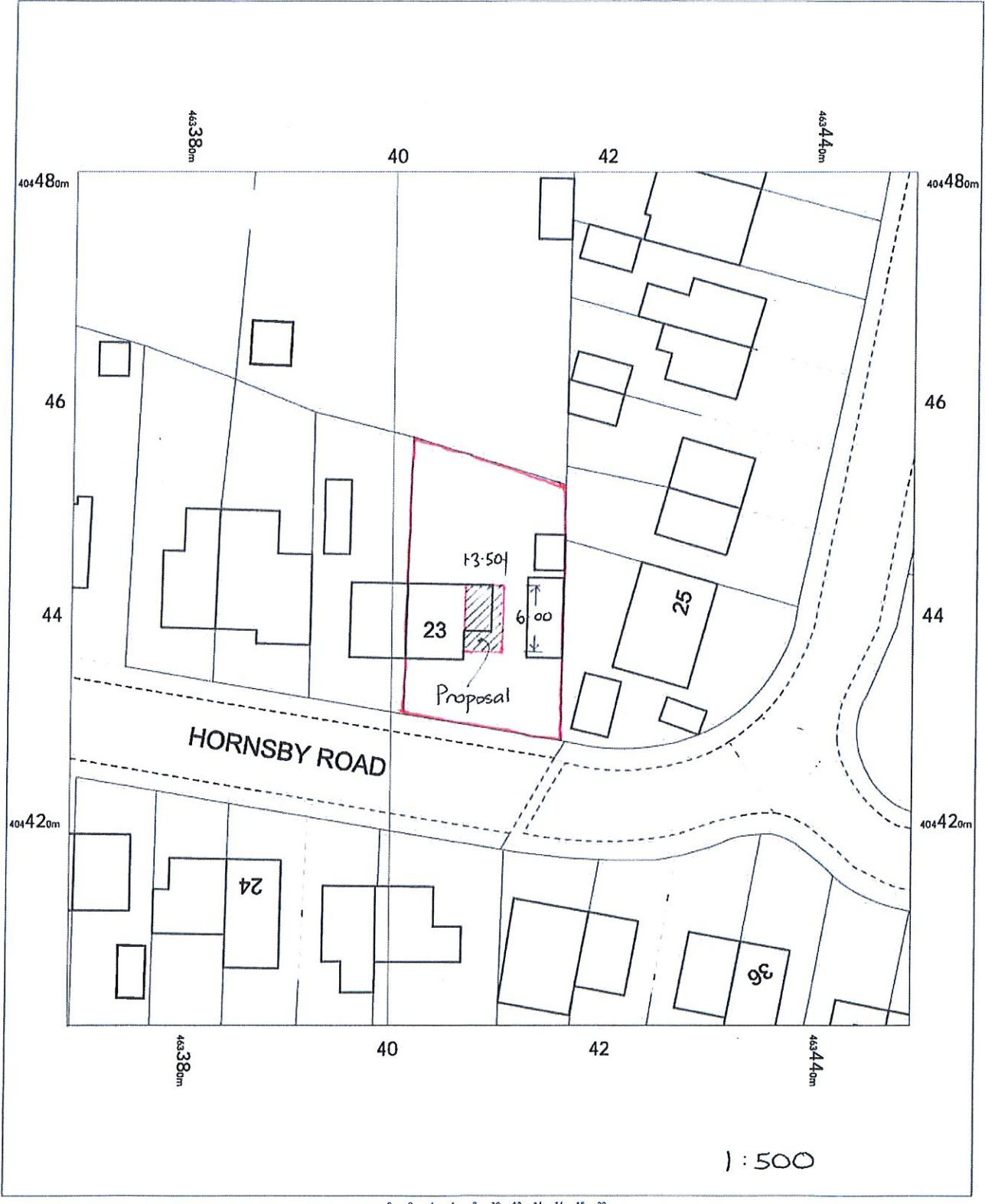
Summary

Reference	24/00212/FUL
Alternative Reference	Not Available
Application Received	Fri 02 Feb 2024
Application Validated	Tue 06 Feb 2024
Address	23 Hornsby Road Armthorpe Doncaster DN3 3JJ
Proposal	Erection of a single storey side extension to replace existing conservatory
Status	Awaiting decision
Appeal Status	Unknown
Appeal Decision	Not Available

Further Information

Application Type	Full Application
Expected Decision Level	Not Available
Case Officer	Nathan Ward

ITEM 9A



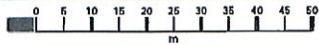
23 Hornsby Road,
 Armthorpe,
 Doncaster,
 DN3 3JJ

OS MasterMap 1250/2500/10000 scale
 Wednesday, January 31, 2024, ID: BW1-01146927
 maps.blackwell.co.uk
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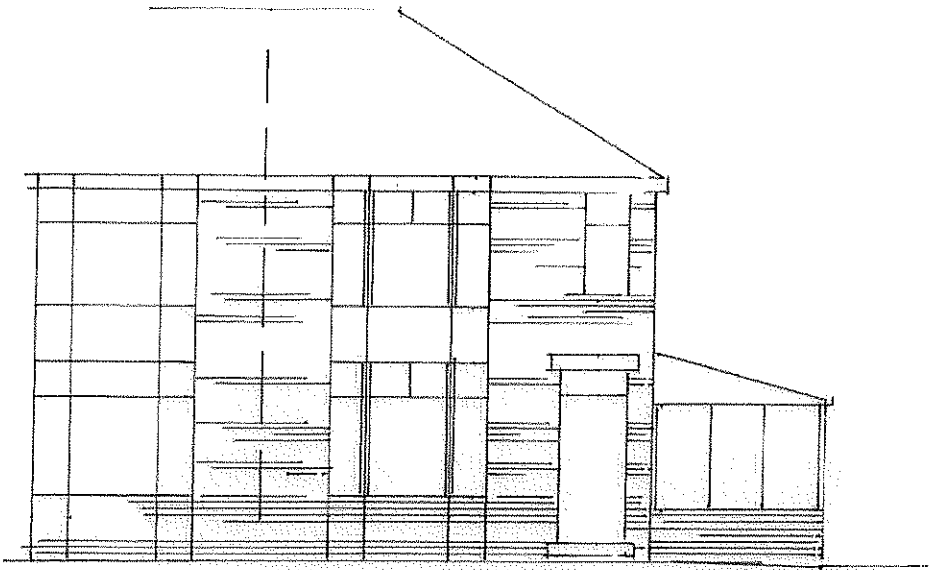
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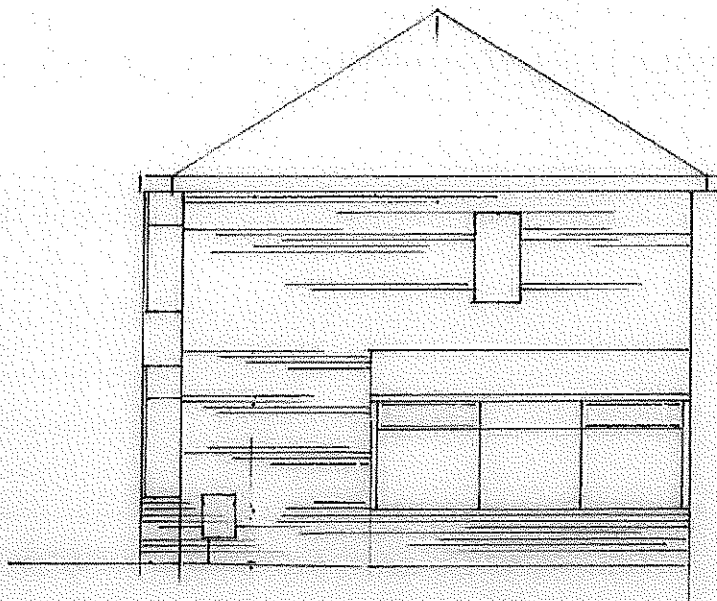
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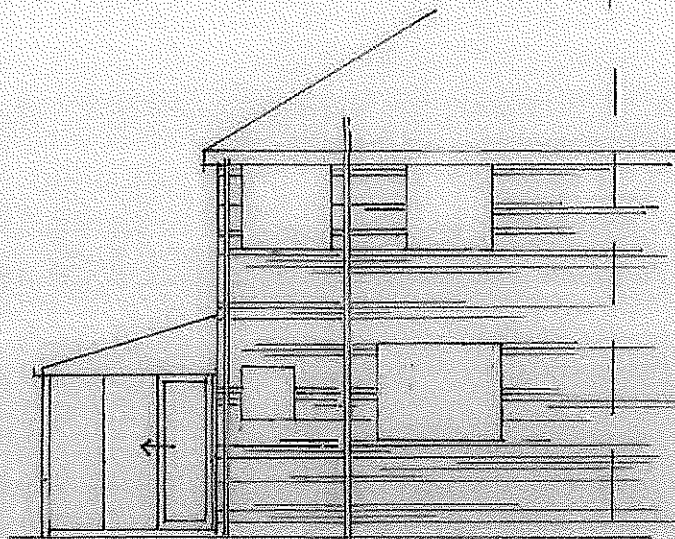




Existing Front

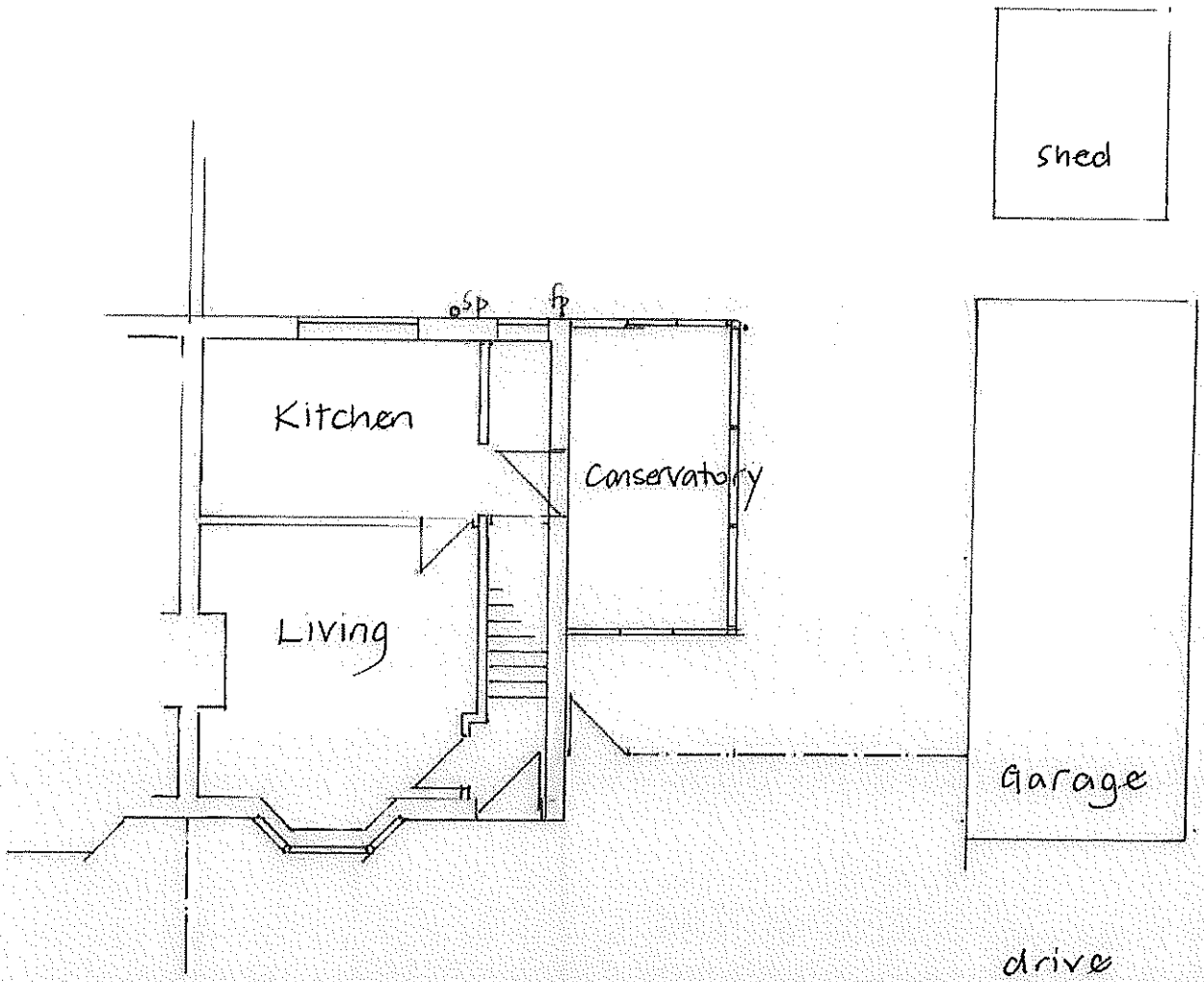


Existing Side

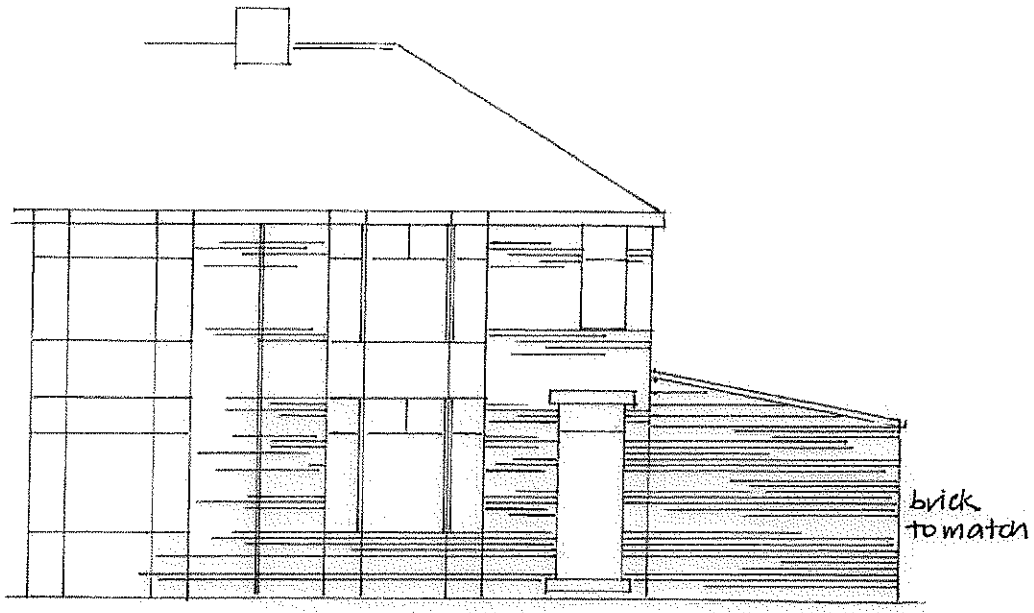


Existing Rear

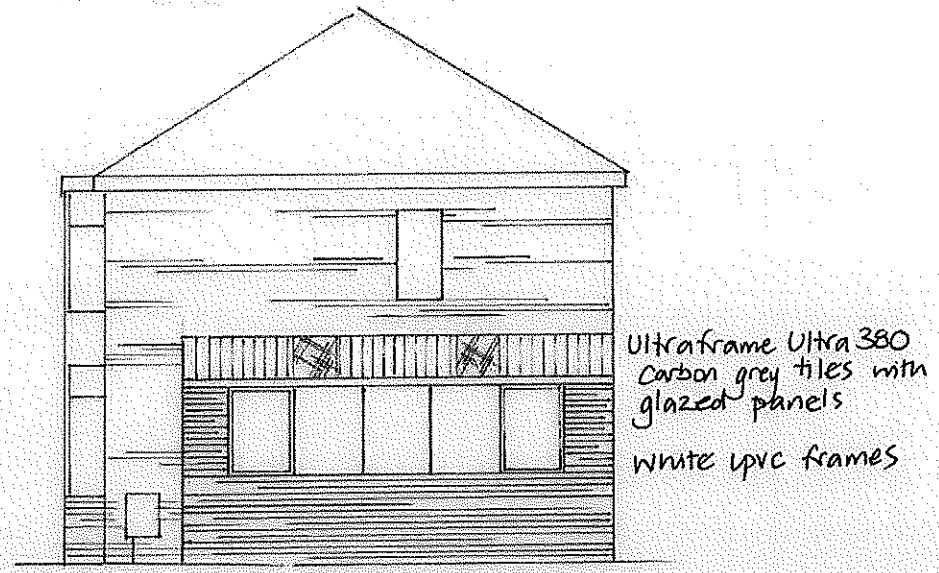
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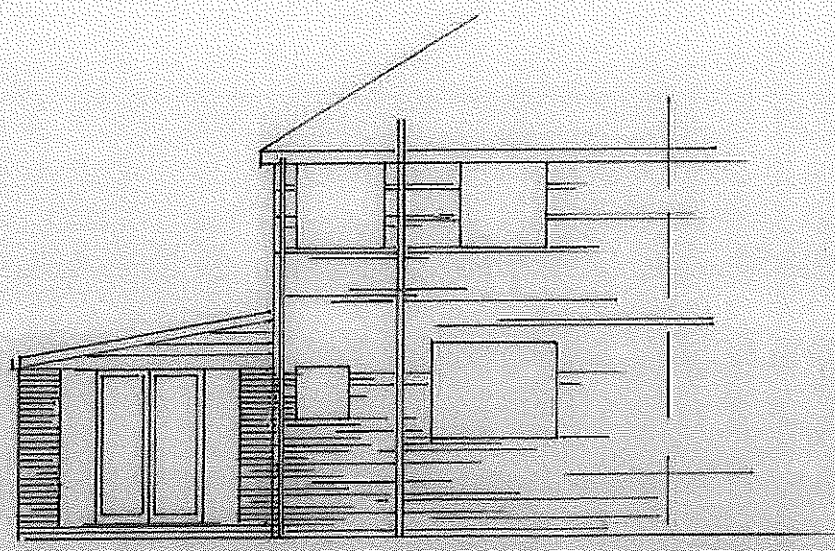
Existing
1:100



Proposed Front

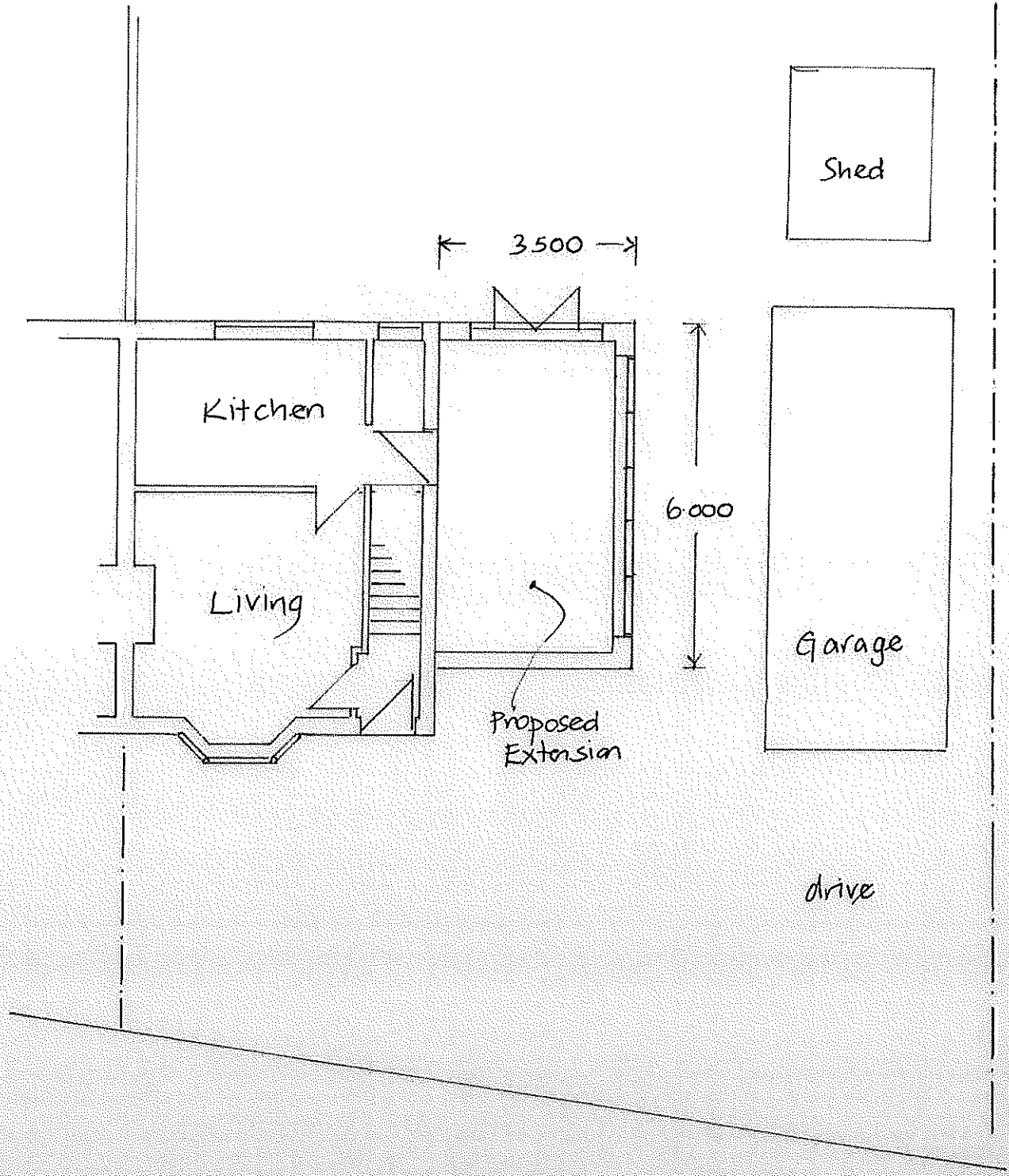


Proposed Side



Proposed Rear

1:100



Proposed
1:100

Good afternoon, Sarah,

I hope this email finds you well. I wanted to address the concerns you raised in your objection to the above application. We believe that discussing these matters in person with you and the parish would be beneficial, as we feel there might be some misunderstandings or misinterpretations of the comments raised by the highways officer and submitted drawings.

One of the points you raised pertains to the potential impact on protected trees, specifically concerning the widening of the driveway throughout the development. I'd like to clarify that the access and driveway are intended to remain unaltered, as depicted in the attached photo showcasing the existing driveway and access road. Our intention is not to modify the width of these areas in anyway. We believe the concerns raised may be aligned with those of the Local Authority Highways officer, but we assert that these concerns are incorrect.

The scheme has been strategically repositioned to minimise the impact on the Root Protection Area (RPA). We've also taken into account the British Standard, which allows development within 20% of an RPA, subject to construction methods. Our proposal aligns with the previous scheme, and we commit to following the same standards, we will provide a detailed method statement before any works commence, pending approval.

Your second objection relates to potential overlooking and the impact on living conditions. To address this, could you provide clarification on which property you believe will be affected? The current scheme adheres to all Local Planning Authority (LPA) recommendations regarding separation.

In response to your final objection concerning drainage, we want to assure you that the proposed single dwelling will not strain the capacity of the drainage network in the area. Before any development begins, a comprehensive drainage design will be submitted to the LPA to demonstrate compliance with regulations.

To foster better understanding and address any outstanding concerns, we propose a meeting with you and the Parish. We believe this direct dialogue could lead to a clearer understanding of the scheme. Our client, who has deep roots in the village, sees this project as an opportunity to keep their family here for many more years. We are eager to collaborate with you to gain your support for the application and we look forward to hearing from you.

Regards

David Roe M.C.I.A.T
Director

buildinglinkdesign

15 Thorne Road
Doncaster
DN1 2HG

Tel: 01302 321199
www.buildinglinkdesign.co.uk



Winner of LABC Building in Excellence Award for "Best Residential Extension".
Yorkshire Region

Armthorpe Parish Council – Payment Schedule

05 March 2024

Method	Payee	Item	Amount
DD	BT	Broadband - CC	£79.06
	Croner	HR Subscription	£385.19
	Sky	Broadband – The Acorn Hub	£23.94
	HMRC	PAYE & NI Contributions	£3,277.96
	SYPA	Pension Contributions	£3,386.51
	EDF Energy	Electricity	£1,286.00
	Doncaster Council	Business Rates	£1,004.00
	Worldpay	Subscription	£18.00
		Card Machine Fees	£149.06
	Tesco Mobile	Clerk – Mobile Phone	£33.99
	O2	S&R – Mobile Phone	£36.59
	Worldpay	Subscriptions	£11.94
	Sage	Payroll Subscription	£78.60
BACS	P Millington	Waste Removal Fees	£108.00
	R Weston	Refund	£190.00
	R Power	Singalong Sessions	£200.00
	M Dymniuk	Tea Dance Sessions	£300.00
	Quando Drinks Ltd	Bar Supplies	£417.19
	Armthorpe Elmfield Band	Remembrance Parades (x3)	£450.00
	Quando Drinks Ltd	Bar Supplies	£480.00
			£599.07
	Gloaming Tree Surgery	Tree Works – Cleveland Road	£1,320.00
	Christmas Plus Ltd	Dismantling Fees	£1,598.35
	Rialtas Business	Burial Software and Training	£2,123.94
	DSA Gardening	Grounds Maintenance	£528.00
	Amazon	IT Equipment	£7.99
	Gloaming Tree Surgery	Tree Works – Cleveland Road	£1,200.00
DD	Waterplus	Surface Water Charges Community Centre	£253.50
	British GAs	Electricity – Gas Supply	£338.47
BACS	Gartec	Lift Repairs	£271.20
	DSA Gardening	Grounds Maintenance	£528.00
	J P Glasby Ltd	Electrical Repairs	£2,029.20
	Smart Door Solutions Ltd	Servicing Fees	£153.00
	Branded Sportswear Ltd	Uniform	£31.50
	B Cheetham	Stock Taker Report Fees	£80.00
	Vocon Traffic Management	Road Closure Fees	£126.00

	Doncaster Council	Counselling Fees	£65.00
	Abounce Around Doncaster	Inflatables – 0-7 Session	£150.00
CC JAN	L Piper	Pantomime Expenses	£55.00
	Wages	Wages	£16,008.67
	Aldi	Tea Dance Refreshments	£1.98
	Amazon	Vacuum Cleaner	£159.99
	Post Office Ltd	Postage	£13.95
	Aldi	Bar Supplies	£1.98
	Amazon	Light Bulbs	£49.85
	Skechers	Uniform – Clean up Champion	£65.99
	Viking	Stationery	£85.16
	Mountain Warehouse	Refund	-£29.99
	Amazon	Bar Supplies	£16.49
			£1.12
	Fengxin XTS Ltd	Lamp – Singalong Session	£17.99
	Nisbets	Cleaning Supplies	£111.56
	Aldi	Bar & Tea Dance Supplies	£41.91
	Amazon	Teacups	£27.59
		£55.18	
		Decorating Equipment	£7.29
			£33.95
	B&M	Sweets – Sports and Recreation	£10.90
	Screwfix	Shelving	£439.99
	Viking	Cleaning Supplies	£9.59
			£12.54
	Amazon	Stationery	£12.90
	Sanven Industrial Co Ltd	Chair Covers	£191.97
	Nisbets	Air Pots	£140.36
	Amazon	Iron	£69.30

Armthorpe Parish Council Current Year
Bank - Cash and Investment Reconciliation as at 31 January 2024

Confirmed Bank & Investment Balances
Bank Statement Balances

31/01/2024	Co-Operative Bank Plc Current	146,001.01
31/01/2024	Co-Operative Bank Credit Card	-1,555.47
31/01/2024	Bar Float	500.00
31/01/2024	Petty Cash - Community Centre	0.00
31/01/2024	Petty Cash - Bar	0.00
31/01/2024	Petty Cash - Sports & Recreati	50.00

144,995.54

Other Cash & Bank Balances

8.49

145,004.03

Receipts not on Bank Statement

0.00

145,004.03

Closing Balance
All Cash & Bank Accounts

1	Co-Operative Bank Plc Current	146,001.01
2	Co-Operative Bank Credit Card	-1,555.47
3	Bar Float	500.00
4	Petty Cash - Community Centre	0.00
5	Petty Cash - Bar	0.00
6	Petty Cash - Sports & Recre	50.00
	Other Cash & Bank Balances	8.49
	Total Cash & Bank Balances	145,004.03

Mr Dan Entertainment

Two-hour disco and magician.

Party dances, like the Hokey Cokey, the Chua Chua, cha cha slide, superman, baby shark.

(Party games are optional but the quote excludes prizes)

Our close-up magician can walk around performing tricks throughout the event. Then halfway through the disco, we could turn the lights on and ask the children to sit together for an interactive magic show. After the brilliant show, the disco can resume, and the magician can keep performing close-up tricks.

Total £430.

'Lil me' entertainments

Disco and music

Led dancing.

Party games.

Easter Bunny

Total £275

King Entertainment

Disco and music

Led dancing.

Party games.

Prizes and sweets

Easter Bunny

Total £350

9 FEBRUARY 2024

BRIEFING ON COUNCIL EMAIL ADDRESSES

More and more council business is being conducted online, and this means that all council staff should be aware of, and follow, best practice email use and management. This describes the importance of using official, council email accounts and offers practical guidance on email security.

The importance of using official email addresses

We strongly advocate for using official email addresses for council work. NALC, SLCC, the Cabinet Office and the Information Commissioner's Office (ICO) recommend using an official .gov.uk email. In the [ICO factsheet for councils](#), it states that 'councils must process data securely - which may be more difficult to achieve if it is being processed through personal email accounts.' There are some very important reasons for using official, rather than personal, email addresses:

- Official correspondence should reflect the professionalism of the council. An official email address enhances the credibility of the sender and the council itself. Using official government branding creates trust and makes it easier for residents to identify official communications.
- If official communications are always sent through council-sanctioned channels then council staff can be sure that records are kept, and decisions are documented for public scrutiny.
- Council email accounts facilitate the creation and maintenance of official records. This is crucial for the proper functioning of the council, for auditing purposes, transparency, and accountability. It helps track decisions, discussions, and other important communications.
- By separating your personal life from your professional life, you ensure members of the public, partners and suppliers understand you are emailing them in your role as a clerk or councillor. Recipients will be clear about who the email is from and the capacity it is being sent.
- An official email address ensures there is no confusion about the legitimacy of communications. They are less likely to be sent to spam or blocked, and more likely to be read and responded to quickly.
- If a subject access or freedom of information request is made then all emails to and from that account pertaining to that request may need to be reviewed and / or released. If using a personal email account, this can be a complex and invasive process. Using an official account both protects your personal information and makes managing such a request straightforward.

More detailed guidance on [data protection](#) and [freedom of information](#) can be found in the members' area of the NALC website.

- Changes in council staff are easier to manage with an official email address. Compliance with the council's legal obligations around data control are more straightforward; information can be retained or archived appropriately. The clerk is able to complete administrative tasks, such as accessing historic emails / data, before closure. There will be no confusion for residents and ex-staff members will not accidentally receive council related emails.

Good practice password management and email security

To comply with privacy and data protection rules, council staff must operate their email account in a secure way. Here is some key advice on keeping your email account secure:

- Do not share your password with anyone else or write it down where other people can find it.
- Use [the National Cyber Security Centre's guidance](#) to help you choose a secure password.
- Use multi-factor authentication (MFA). This means providing additional information on an occasional basis but provides the best security. You can [find more on MFA here](#).
- Make sure your computer is password protected and that it automatically locks if you are away from it for more than 5-10 minutes. You can also lock it manually: usually this is by pressing CTRL + ALT + DELETE at the same time on Windows devices.
- Do not routinely redirect council emails automatically from one account to another.
- Educate yourself - there are a number of online courses via Nimble eLearning, such as basic cyber security, password management and phishing. Register through your county association or NALC.
- Make sure other staff (where these exist), or the chair, know the process and who to contact in an emergency, such as a sudden absence. This is best achieved through contacting the IT/email provider and arranging for an out-of-office, with alternative contact details to be added to the inaccessible account, or by forwarding emails to someone else for a very limited period. As a precaution, you should not store crucial information that colleagues may need within your email system.

Need help on deciding your email address or website name?



t: 020 7637 1865
e: nalc@nalc.gov.uk

w: www.nalc.gov.uk

- Website: acmeparish.gov.uk, acmeparishcouncil.gov.uk or acme-pc.gov.uk
- Councillor email addresses: cllr.firstname.lastname@XYZ.gov.uk
- Clerk email addresses: clerk@XYZ.gov.uk

© NALC 2024

Council Email Addresses

Vision ICT Support <VisionSupport@VisionICT.com>

Mon, 19 Feb, 2024 at 16:49

clerk@armthorpeparishcouncil.co.uk

Hi Sarah,

Do you have a .gov.uk domain set up already?

If not, this would need to be registered first. Once it has gone through, then we can set up the addresses for you and then migrate the existing messages from your current accounts to your new ones. The costs for all of this are:

.gov.uk domain registration £125

Renewal of .gov.uk domain £65 every two years

Email addresses £20/year each (this increase is coming into effect from the 1st April on all of our email addresses)

Migration of emails into the new addresses £35/email account migrated

All prices are exVAT

You will also have to factor in any costs for changing any publication you have with your old domain on, as this will be changed to the .gov.uk one.

Also just to let you know as well, people are not allowed to forward their .gov.uk email to any other domain. This mandate has come down from the cabinet office and is non negotiable.

I hope this helps!

All the best

Morgana Gosling

Technical Support and Client Services Manager

VisionICT



City of Doncaster Council

www.doncaster.gov.uk

Recorded Delivery

Armthorpe Parish Council
Armthorpe Community Centre
Armthorpe
DONCASTER
DN3 3AG

Contact: Mrs K Marshall
Tel: 01302 734648
E-Mail: Karen.marshall@doncaster.gov.uk
DX: 12569 Doncaster
Our Ref: L/CP/94869
Your Ref:
Date: 15th February 2024

Dear Sir,

**CITY OF DONCASTER COUNCIL
HIGHWAYS ACT 1980
FOOTPATH OFF LIME TREE AVENUE ARMTHORPE
EXTINGUISHMENT ORDER 2024**

I refer to the above Order made by the City of Doncaster Council, in accordance with statutory provisions I enclose a copy of the Order and plan together with the relevant notice.

I should be obliged if you would formally confirm if you have any objections to the order within the period of time specified in the notice.

Yours faithfully

for and on behalf of the
Assistant Director of Legal and Democratic Services

Enc.

PUBLIC PATH EXTINGUISHMENT ORDER

HIGHWAYS ACT 1980

CITY OF DONCASTER COUNCIL

**FOOTPATH OFF LIME TREE AVENUE (ARMTHORPE)
EXTINGUISHMENT ORDER 2024**

This Order is made by City of Doncaster Council ("the authority") under section 118 of the Highways Act 1980 ("the 1980 Act") because it appears to the authority that the footpath described in paragraph 1 below is not needed for public use.

Armthorpe Parish Council have been consulted as required by section 120(2) of the 1980 Act.

BY THIS ORDER:

1. The public right of way over the land situate at Lime Tree Avenue, Armthorpe, and shown by a continuous bold line on the map attached to this order and described in the Schedule to this order shall be extinguished from the date of confirmation of this order.

SCHEDULE

DESCRIPTION OF PATH TO BE EXTINGUISHED

The full length and width of footpath commencing from Chestnut Avenue at grid reference SE 6290 0519 (point A on order map) and running south south-westerly to Maple Grove at grid reference SE 6287 0510 (point B on order map), then from Lime Tree Avenue at grid reference SE 6287 0508 (point C on order map) via properties 27 and 29 to Lime Tree Avenue at grid reference SE 6286 0505 (point D on order map), thence from Lime Tree Avenue at grid reference SE 6285 0503 (point E on order map) via properties 51 and 53 to Lime Tree Avenue at grid reference SE 6285 0500 (point F on order map).

GIVEN under the Common Seal of the City of Doncaster Council this 14th day of February 2024

THE COMMON SEAL of CITY OF)
 DONCASTER COUNCIL)
 was hereunto affixed
 in the presence of :-)



Authorised by the Assistant Director of
 Legal and Democratic Services
 No. 72830 in Seal Register

[Handwritten signature]



Legend

Footpath to be Extinguished

- A-B
- C-D
- E-F

Extinguishment Order 2024

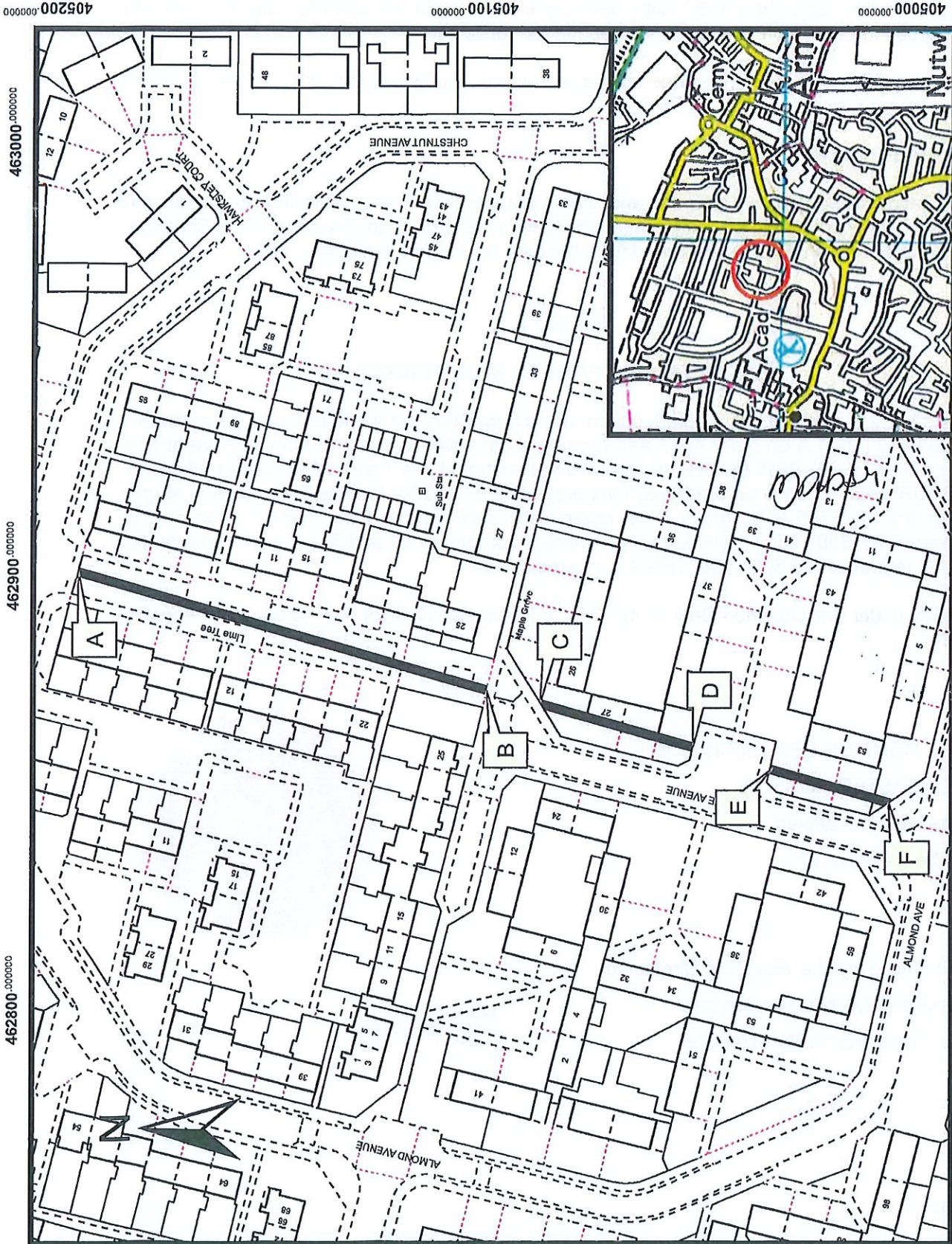
Footpath off Lime Tree Avenue (Armthorpe)

Completed By : Carl Thompson

Reference : Lime Tree Avenue

Date : January 2024

Scale : 1:1,250



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**NOTICE OF MAKING OF AN ORDER
(OTHER THAN AN ACQUISITION EXTINGUISHMENT ORDER)**

HIGHWAYS ACT 1980

CITY OF DONCASTER COUNCIL

**FOOTPATH OFF LIME TREE AVENUE (ARMTHORPE)
EXTINGUISHMENT ORDER 2024**

The above order, made on 14th February 2024, under section 118 of the Highways Act 1980, will extinguish the public footpath running from Chestnut Avenue to Maple Grove, then from Lime Tree Avenue via properties 27 and 29 to Lime Tree Avenue, thence from Lime Tree Avenue via properties 51 and 53 to Lime Tree Avenue, as shown on the order map.

A copy of the order and the order map have been placed and may be seen free of charge at City of Doncaster Council, Civic Office, Waterdale, Doncaster, DN1 3BU, from 9.00 a.m. to 4.30 p.m. on Mondays to Fridays. Copies of the order and map may be bought there at the price of £10.00.

Any representations about or objections to the order may be sent in writing to the Assistant Director of Legal and Democratic Services, City of Doncaster Council, Civic Office, Waterdale, Doncaster, DN1 3BU, quoting reference L/94869, not later than the 15th day of March 2024. Please state the grounds on which they are made.

If no such representations or objections are duly made, or if any so made are withdrawn, the City of Doncaster Council may confirm the order as an unopposed order. If the order is sent to the Secretary of State for the Environment for confirmation any representations or objections which have not been withdrawn will be sent with the order.

Dated 15th February 2024

CITY OF DONCASTER COUNCIL
Civic Office Waterdale Doncaster DN1 3BU



City of
Doncaster
Council

www.doncaster.gov.uk

Recorded Delivery

Armthorpe Parish Council
Armthorpe Community Centre
Armthorpe
DONCASTER
DN3 3AG

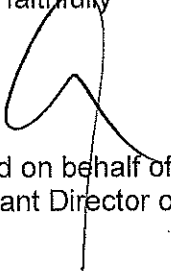
Contact: Mrs K Marshall
Tel: 01302 734648
E-Mail: Karen.marshall@doncaster.gov.uk
DX: 12569 Doncaster
Our Ref: L/CP/94340
Your Ref:
Date: 15th February 2024

Dear Sirs,

**CITY OF DONCASTER COUNCIL
HIGHWAYS ACT 1980
FOOTPATH OFF SOUTHMOOR AVENUE (ARMTHORPE)
EXTINGUISHMENT ORDER 2023**

I refer to the above Order made by Doncaster Borough Council, in accordance with statutory provisions I enclose a copy of the confirmed Order and plan together with the relevant notice.

Yours faithfully


for and on behalf of the
Assistant Director of Legal and Democratic Services

Enc.

PUBLIC PATH EXTINGUISHMENT ORDER**HIGHWAYS ACT 1980****CITY OF DONCASTER COUNCIL****FOOTPATH OFF SOUTHMOOR AVENUE (ARMTHORPE)
EXTINGUISHMENT ORDER 2023**

This order is made by City of Doncaster Council ('the authority') under section 118 of the Highways Act 1980 because it appears to the authority that the footpath described in paragraph 1 below is not needed for public use.

Armthorpe Parish Council have been consulted as required by section 120(2) of the 1980 Act.

BY THIS ORDER:

1. The public right of way over the land situate at Southmoor Avenue, Armthorpe, and shown by a continuous bold line on the map attached to this order and described in the Schedule to this order shall be extinguished from the date of confirmation of this order.

SCHEDULE**DESCRIPTION OF PATH TO BE EXTINGUISHED**

The full length and width of the footpath commencing on Southmoor Avenue at grid reference SE 6235 0457 (point B on the order map) and running westerly through the properties of 2 and 4 Southmoor Avenue to the rear boundary of the properties at grid reference SE 6231 0457 (point A on the order map).

GIVEN under the Common Seal of the City of Doncaster Council this 13th day of December 2023

THE COMMON SEAL of CITY OF)

DONCASTER COUNCIL)

was hereunto affixed)

in the presence of :-)

HELEN POTTS

Authorised by the Assistant Director of

Legal and Democratic Services

No. *72454* in Seal Register





City of Doncaster Council

Legend



Footpath to be Extinguished A-B

Footpath off Southmoor Avenue (Armthorpe)

Extinguishment Order 2023

Completed By :

Carl Thompson

Reference :

Footpath off Southmoor Avenue

Date :

November 2023

Scale :

1:500

462400.000000

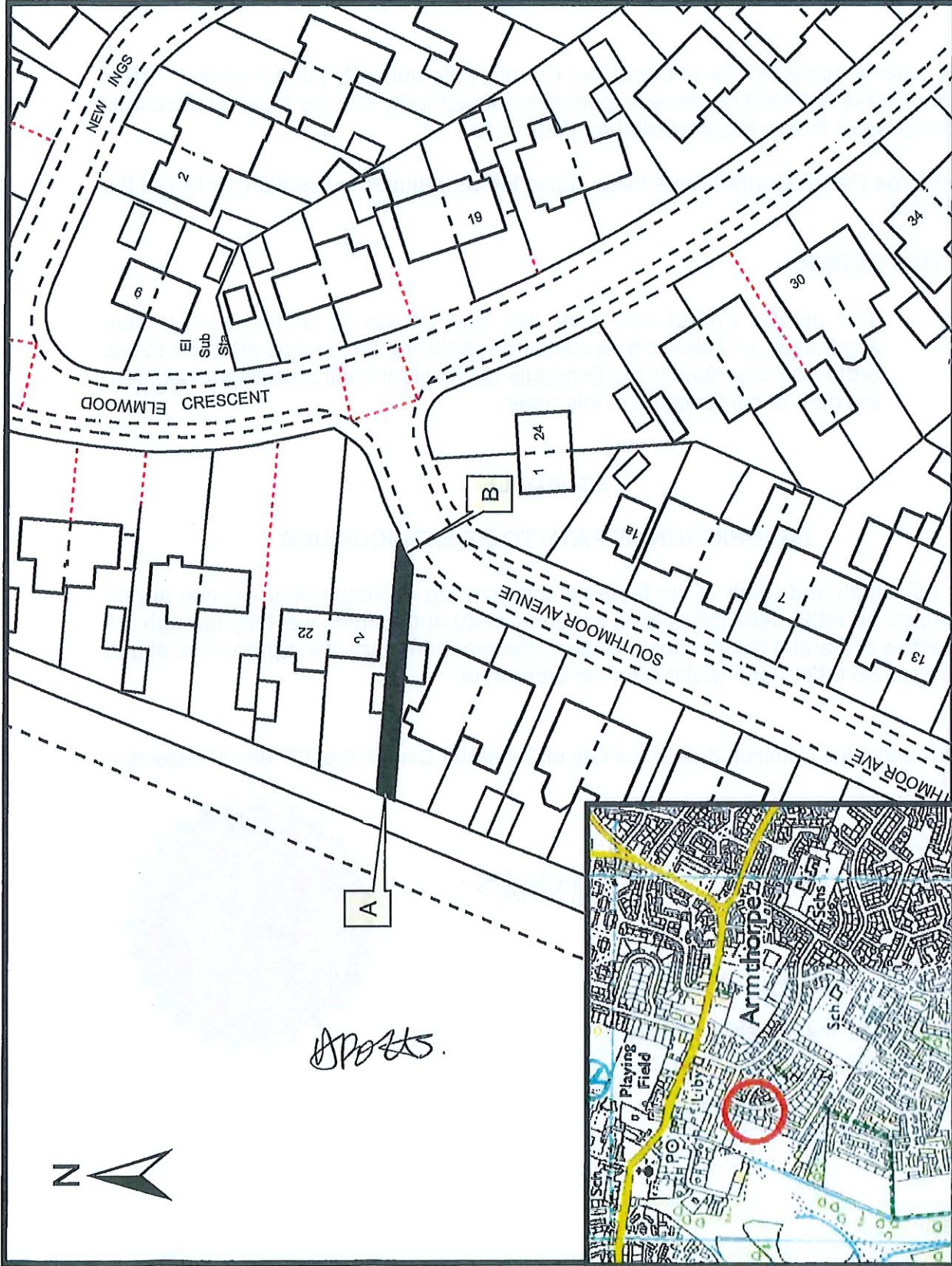
404600.000000

404500.000000

462400.000000

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462300.000000



SPATS

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PUBLIC PATH EXTINGUISHMENT ORDER
HIGHWAYS ACT 1980
CITY OF DONCASTER COUNCIL
FOOTPATH OFF SOUTHMOOR AVENUE (ARMTHORPE)
EXTINGUISHMENT ORDER 2023

The City of Doncaster Council hereby confirm this order as an unopposed order.

Given under the Common Seal of the City of Doncaster Council this
14th day of February 2024

THE COMMON SEAL of CITY OF)
DONCASTER COUNCIL was here unto)
affixed in the presence of :-)



mdchse

Authorised by the Assistant Director of Legal and
Democratic Services
No. 72844 in Seal Register

**NOTICE OF CONFIRMATION OF AN ORDER
(OTHER THAN AN ACQUISITION EXTINGUISHMENT ORDER)**

HIGHWAYS ACT 1980

CITY OF DONCASTER COUNCIL

**FOOTPATH OFF SOUTHMOOR AVENUE (ARMTHORPE)
EXTINGUISHMENT ORDER 2023**

On 14th February 2024, City of Doncaster Council confirmed the above order made under section 118 of the Highways Act 1980.

The effect of the order as confirmed is to extinguish the public footpath running from Southmoor Avenue to the rear boundary of properties 2 and 4 Southmoor Avenue, as shown on the order map.

A copy of the order as confirmed and the order map have been placed and may be seen free of charge at City of Doncaster Council, Civic Office, Waterdale, Doncaster, DN1 3BU, from 9.00 a.m. to 4.30 p.m. on Mondays to Fridays. Copies of the order and map may be bought there at the price of £10.00

The order comes into force on the 14th day of February 2024, but if a person aggrieved by the order wants to question its validity, or that of any provision contained in it, on the grounds that it is not within the powers of the Highways Act 1980, as amended, or on the ground that any requirement of the Act, as amended, or of any regulation made under the Act has not been complied with in relation to the order, he or she may, under paragraph 2 of Schedule 2 to the Act as applied by paragraph 5 of Schedule 6 to the Act, within 6 weeks from the 15th day of February 2024, make an application to the High Court.

Dated the 15th day of February 2024

City of Doncaster Council

Civic Office

Waterdale

Doncaster

DN1 3BU

Westfield Green

From: Rachel Berry

Sent: Sat, 3 Feb, 2024 at 20:17

To: clerk@armthorpeparishcouncil.co.uk

Plan - Site Layout (1).jpg (22.3 MB) image0.png (1 MB) – **Download all**

Dear Sarah,

Further to our recent telephone call I am contacting you regarding our residents run green space operated by Westfield Green Management Ltd.

We as residents of the development run a management company that maintains a green space located at Westfield Road Armthorpe.

The green space was created by the housing developer who built the twenty two new homes we each purchased at this location.

I am speculatively contacting you to seek the views of the parish as to whether the parish council would be interested in obtaining ownership of the land.

I would welcome further discussions on the matter, I enclose a couple of plans of the development and have highlighted the areas we maintain in yellow. The management company holds the land in its name and I am currently director, I have requested a copy of the title from our solicitor which I am awaiting. I can also confirm that our solicitor has also initially advised that they do not see issue with transfer of the land.

Our current landscapers have quoted maintenance costs of c. £4000 for 2024.

I will confirm approx size of the land following receipt of the title.

I look forward to discussing further with you.

Kind regards,

Rachel Glazzard

Sent from my iPhone



Accommodation
 Plots 1 & 2, Three Bedroom Detached Dwellings
 Plots 3 - 10, Three Bedroom Semi Detached Dwellings
 Plots 11 - 22, Two Bedroom Detached Bungalows
 Total - 22 Units

Key
 A - 1.8m high larch lap fences
 B - 2.0m high metal fences
 C - 2.0m high screen wall

Details on separate drawing 240 - 24

Date: 2017
 Drawn: D. Stafford
 Checked: D. Stafford
 Project: Proposed Development at Land off Westfield Road and Barton Lane, Amthorpe, Doncaster
 Scale: 1:200
 Sheet: A1
 Total: 240 - 10
 Title: Proposed Site Plan

D. Stafford Consulting
 01474 872222
 01474 872223
 info@dstafford.co.uk
 www.dstafford.co.uk



Judy Brown
 Approved parking where by law,
 please do not park in this area
 to use with specifications and details.

BARTON LANE