



MINUTES OF THE MEETING OF THE COMMUNITY CENTRE AND GENERAL PURPOSES COMMITTEE
HELD IN ARMTHORPE COMMUNITY CENTRE, WELFARE PARK, CHURCH STREET, ARMTHORPE, ON
TUESDAY, 15 JULY 2025

PRESENT:

Chairperson: Councillor C Brodhurst Brown.

Councillors: A Bradley, L Bradley, C Head, T Needham and M Walton.

Clerk to the Council: S Youngman.

Sports & Recreation Officer: C Hughes.

15 APOLOGIES

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

Councillor E North.

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

None.

17 DECLARATIONS OF PERSONAL AND PREJUDICIAL INTEREST

None declared.

18 MINUTES OF THE MEETING HELD ON 17th JUNE 2025

Council members were provided with a copy of the minutes.

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

19 MONTHLY REPORT RECEIVED FROM THE SPORTS AND RECREATION OFFICER

Council members were provided with a copy of the report, which included a summary of the school sports competition with a result of Southfield Primary School winning the competition. The Sports and Recreation Officer raised concerns with the attitude of some teachers who attempted to challenge the referee's decision, a suggestion was made for an additional person to attend next year's event to provide support to the referees.

The Sports and Recreation Officer advised that the youth club had recommenced, and thanks were expressed to Councillor A Duckitt for assistance at the sessions.

The next project is the Summer Camp which starts on Monday 28th July for four weeks, the project has been publicised in all schools and continues to be shared on social media.

20 COMMUNITY CLEAN UP CHAMPION

Council members were provided with a report from the Community Clean up Champion which included an overview of the quantity of bags collected over the month.

A revised design for the hi-vis vests was provided, Council members asked for clarity as to whether the parish council logo would be included on the front of the vest before providing approval.

21 PROVISION OF PUBLIC BENCHES

The Clerk advised that Doncaster Council had advised that if an external contractor is used to install benches a licence is required. The cost for Doncaster Council to install the bench is £1,350.00. Councillor T Needham agreed to speak with Street Scene to try and resolve the matter.

22 CHRISTMAS TEA ENTERTAINMENT

Council members were provided with a quote from Jamie Warren M.M.C to provide close up magic at the Christmas Tea events.

RESOLVED: To approve the quote at a cost of £500.00.

23 REQUESTS FOR FUNDING

Council members were provided with a request for funding from Southfield Primary School towards the provision of a forest school.

RESOLVED: To provide funding of £1,000.00.

Council members were provided with a request for funding from Armthorpe Swimming Club to support the club with operational costs and trophies.

RESOLVED: To provide funding of £500.00.

24 ARMTHORPE COMMUNITY CENTRE MATTERS

a. Solar Panel Tenders

Council members were provided with a list of the quotes received to provide solar panels. The list included details of the following: size of system, estimated output, battery capacity, warranties, expected payback.

RESOLVED: To accept the quote received from Harbon Electrical Services at a cost of £41,635.01 plus VAT.

b. Central Heating System Update

The Clerk advised that the matter had been resolved as the heating engineer had attended the site and installed a booster to ensure the new radiators are operating.

c. Lift Service Agreement

Council members were provided with a copy of the service agreement for the lift, provided by Gartec.

RESOLVED: To approve the Bronze Service Agreement at a cost of £655.00 plus VAT.

d. Air Conditioning Service Agreement

Council members were provided with a copy of the service agreement provided by Aircon Group.

RESOLVED: To approve the agreement at a cost of £2,010.06 plus VAT.

Armthorpe Parish Council

Report of the Sports and Recreation Officer to a meeting of the Council's Community Centre and General Purposes Committee, to be held on 16th September 2025.

1. Introduction

The purpose of this report is to update Members of the Committee about (amongst other things) activities undertaken in the previous month since its last meeting.

2. Anticipate Weekend

I have started to create a stimulating programme to re-divert young people over the anticipate period of the 3rd, 4th and 5th November. This is the most likely period for young people to be involved in crime and anti-social behaviour, so it is crucial that a positive programme is available to enable young people to make independent and positive choices over this leisure time.

Monday 3rd November 2025

Youth Club - 4.30pm – 7.00pm, 7–11-year-olds
Armthorpe Community Centre
Refreshments provided

Tuesday 4th November 2025

Fireworks Evening, Fun Fair and Entertainment
Briar Road Playing Field
5.00pm – 9.00pm

Thursday 6th November 2025

Youth Club – 4.30pm – 7.00pm, 12 – 16-year-olds
Armthorpe Community Centre
Refreshments provided

I suggest that APC provides a rodeo bull/bucking bronco free of charge for young people at the fireworks event on the 4th November. Additionally, I propose that refreshments are provided at the two anticipate youth club sessions

Costs

Rodeo Bull / Bucking Bronco	£684.00
Refreshments	£50.00
	£734.00

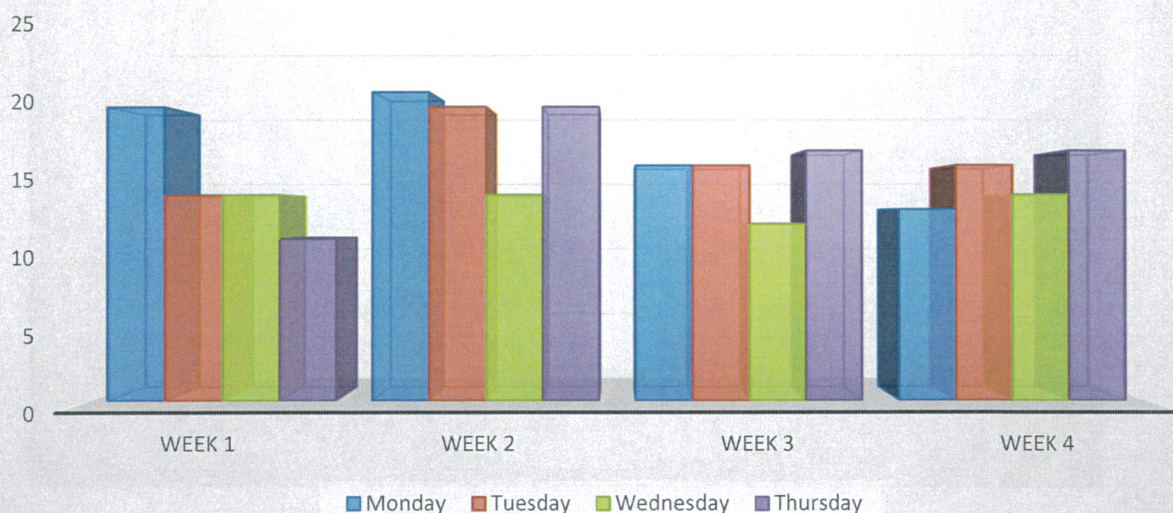
3. Summer Holiday Programme – Evaluation and Results

The Armthorpe Summer holiday programme has been a huge success giving young people from the Armthorpe community, the opportunity to participate in a wide range of activities during the summer break period. These activities included fun on inflatable equipment, outdoor sports, indoor team games, ice cream making, table tennis, 8 ball pool, bingo and PS5 games. The camp has provided something for everybody with the children enjoying all aspects of the programme.



Monday 28 th July	Tuesday 29 th July	Wednesday 30 th July	Thursday 31 st July
20 young people attended	14 young people attended	14 young people attended	11 young people attended
Monday 4 th August	Tuesday 5 th August	Wednesday 6 th August	Thursday 7 th August
21 young people attended	20 young people attended	14 young people attended	20 young people attended
Monday 11 th August	Tuesday 12 th August	Wednesday 13 th August	Thursday 14 th August
16 young people attended	16 young people attended	12 young people attended	17 young people attended
Monday 18 th August	Tuesday 19 th August	Wednesday 20 th August	Thursday 21 th August
13 young people attended	16 young people attended	14 young people attended	17 young people attended

SUMMER HOLIDAY CAMP 2025

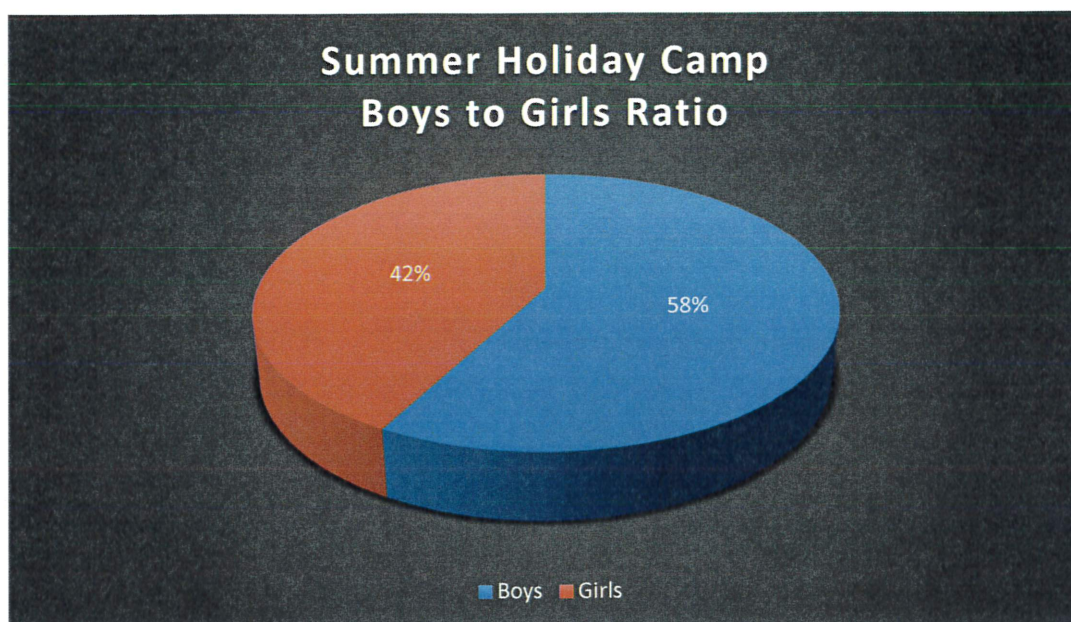


Flying Futures HAF Funding

Monday 11 th August	Tuesday 12 th August	Wednesday 13 th August	Thursday 14 th August
0 young people attended	5 young people attended	4 young people attended	4 young people attended
Monday 18 th August	Tuesday 19 th August	Wednesday 20 th August	Thursday 21 th August
5 young people attended	6 young people attended	6 young people attended	9 young people attended

Overall East Holiday Programme Results

1. 57 different children attended the APC Summer Holiday Programme
2. Average of 16 children per day
3. 33 different Boys attended the APC holiday programme
4. 24 different Girls attended the APC holiday programme



4. Armthorpe Football Sports Fixtures

The Armthorpe schools will be involved in a new exciting festival format during the 2025/26 season. The festivals are designed for both boys and girls school teams to compete against each other in the sports of football, tag rugby and rounders throughout the year.

This again will be an exciting competition where every game played at each festival will be worth one point towards the overall joint school sports competition.

For example, the school that has the most points from both the boys' and girls' competitions at the end of the season will be named joint boys and girls Armthorpe School Sports Champions.

Boys Football Festival (Example)

	Played	Points Number of games won
Shaw Wood Academy	3	3
Southfield Primary	3	2
Our Lady of Sorrows Primary	3	1
Tranmoor Primary	3	0

Girls Football Festival (Example)

	Played	Points Number of games won
Southfield Primary	3	3
Tranmoor Primary	3	2
Shaw Wood Academy	3	1
Our Lady of Sorrows	3	0

Primary		
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Joint School Sports Competition Standings (Example)

	Played	Points Number of games won
Southfield Primary	6	5
Shaw Wood Academy	6	4
Tranmoor Primary	6	2
Our Lady of Sorrows Primary	6	1

4.a Additionally, we are providing single fixtures between schools and the competitive challenge games with the Armthorpe Academy during the year. These games will be arranged as festival warm up or practice matches to ensure all children can represent the school team.

Carl Hughes
Sports and Recreation Officer

Armthorpe Parish Council
Armthorpe Youth Club Project Proposal

1. Background:

The Youth Club project has been successfully operating for approximately five years, offering young people a diverse programme of sports and social activities at the Armthorpe Community Centre. Despite its positive impact, recent concerns have been raised regarding safeguarding, specifically due to the sessions being managed and delivered by a single staff member.

In response, the Sports and Recreation Sub-Committee was tasked with exploring alternative delivery models and arranged a visit to the Bentley Youth Hub to identify best practices for enhancing safety and supervision.

Following this visit, representatives from Doncaster Council recommended the use of an employment agency to ensure appropriate adult-to-child ratios were consistently maintained. They also shared a range of initiatives and activity ideas that could enrich future sessions.

Subsequently, Flying Futures offered to support the project by providing two qualified members of staff to assist with the project, thereby strengthening the service and helping to advance its development.

2. Armthorpe Youth Club

- a. The Armthorpe Youth Club is and will remain an Armthorpe Parish Council Project.
- b. Carl Hughes, Sports and Recreation Officer will lead the project.

3. Structure and Delivery

The structure and delivery of the Armthorpe Youth Club will be as follows,

- a. The Armthorpe Youth Club will be delivered at the Armthorpe Community Centre on a Monday and Thursday evening 4.30pm – 7.00pm. The sessions will be provided in the lounge, hall, play park and land behind the centre.
- b. The youth sessions will target two different age groups
 - Monday: 7 to 11-year-olds (Primary)
 - Thursday: 12 to 16 years olds (Secondary)
- c. A maximum of thirty young people to attend the session.
- d. There must be three members of staff present at every youth club session.
- e. That educational learning sessions, i.e. (Internet safety, street crime and alcoholism) will be offered to young people from 4.30pm to 5.00pm before the youth club session.

f. That the youth club structure continues as the following:

- Education and Learning
- Social Activities
- Sports, Dance and Games
- Drama and Free Play

g. That the project could develop and branch out into an additional type of delivery i.e. Outreach on a different evening.

4. Youth Club Support Staff

Two members of staff from the Flying Futures team will be supporting the delivery of the Armthorpe Youth Club. Staff will lead and support the following sessions,

Education and Learning

- Internet Safety
- Drug and Alcohol Awareness
- Gangs and Street Crime
- Life Skills such as CV writing
- Youth Parish Council

Social activities

- 8 ball pool
- Table tennis
- PlayStation 5 and games
- Art and Crafts
- Traditional board games

Sports, Dance and Games

- Football
- Dodgeball
- Hand Ball
- Woggles
- Races
- Cheerleading and Dance
- Drama and Performances
- Free Play

5. Flying Futures Team

The flying futures support team will consist of 2 members of staff.

Staff will be,

- Fully DBS Checked
- Trained and Qualified Staff
- Fully insured by Flying Futures

a. Health and Safety support at all sessions

b. Support with the costs of equipment where appropriate.

6. Registration and Risk Assessments

- a. Registration will be taken at the start of every session
- b. Risk Assessments will be updated every 12 months
- c. Consent forms completed
- d. That young people attending can leave sessions at any point during the delivery.

7. Costs

The cost for the provision of 2 members of staff from Flying Futures is as follows:

Cost per session	£120.00
Cost per week	£240.00
Cost per year (40 weeks)	£9,600.00

8. Affordability

The Sports and Recreation project has an annual budget of £5,000.00. To date the incurred expenditure amounts to £5,663.65. However, the following income has also been received:

HAF Programme	£1,070.89
Universal Funding	£5,000.00
Summer Camp Income	£810.00
Total	£6,880.89

The remaining balance of the budget is currently £6,317.24 which would cover the cost to support the youth club project until March 2026. After this date, if the project is successful, the ongoing costs could be worked into the budget to enable the youth club to continue.

Armthorpe Parish Council

Quote No: 250828.1

Date: 28/08/2025

Validity: 30 Days

Dear Sarah,

RE: Repair & Remedial works to the Pergola located at the burial grounds

Please find the below costs, for the above project.

Goods/Services	Product / Scope of Works	Unit Price	Qty	Total (All rates plus VAT)
Services	Repair & Remedial works of Pergola	£3475	1	£3475
				£3475

Product specification to be sent separately.

Scope of Works

2-person time for 5 days to repair and renovate the existing pergola, our price includes sanding back the wooden structure and roof, carrying out repairs to the roof and repairing damage, recoating and spraying paint, then covering with proactive varnish.

Lead Time

To be agreed.

Terms & Conditions

- Works to be carried out between the hours 0800 – 1600, Monday – Friday.
- Delay to work due to operations lasting longer than 30 mins may incur additional costs.
- Cancellation of works require a minimum of 48 hours, works cancelled within 48 hours will be charged at 50% of the work value.

I'd like to thank you for the opportunity to quote these works.

Shane Rose
Managing Director

Armthorpe Parish Council

Quote No: 250715

Date: 15/07/2025

Validity: 30 Days

Dear Sarah,

RE: Installation of Notice Board

Please find the below costs, for the above project.

Goods/Services	Product / Scope of Works	Unit Price	Qty	Total (All rates plus VAT)
Service	2-person skilled work team 1 day (s)	£840	1	£840
Materials	Postcrete, misc. materials	£97	1	£97
				£937

Product specification to be sent separately.

Scope of Works

To install AF30/58 post mounted notice board by way of excavation and concrete fixing, spoil away and reinstate.

Lead Time

To be agreed.

Terms & Conditions

- Works to be carried out between the hours 0800 – 1600, Monday – Friday.
- Delay to work due to operations lasting longer than 30 mins may incur additional costs.
- Cancellation of works require a minimum of 48 hours, works cancelled within 48 hours will be charged at 50% of the work value.

I'd like to thank you for the opportunity to quote these works.

Shane Rose
Managing Director

Re: Pinder's Circus visit 2026

From: Pinder's circus Pinder

Sent: Thu, 28 Aug, 2025 at 11:08

To: clerk@armthorpeparishcouncil.co.uk

Good morning Sarah

My apology just noticed the dates were not correct.

We would like to visit Armthorpe in Mon 18th May till Bank Holiday Monday 25th May

Show times possible would be

Mon set up day

Tue no show

Wed 6pm

Thurs 6pm

Fri 4.30pm & 7pm

Sat 2pm & 5pm

Sun 2pm & 5pm

Mon 2pm only

kind regards

Erika

On Thu, Aug 28, 2025 at 10:54AM Pinder's circus Pinder <pinderscircus@gmail.com> wrote:

Good Morning Sarah

It was nice to speak to you the other morning.

Pinders Circus is a family run circus whose origins can be traced back to the 1850's!

We pride ourselves on serving local communities with affordable and entertaining shows for all ages and delight in seeing familiar faces return year after year. As we are proud to be a part of Carbon Neutral Britain helping the environment with a zero carbon footprint.

In order to do this, we have built up some great relationships over the years in many towns all over the UK with a variety of different councils and clubs, and we are hoping that we might be able to do the same with you.

I have listed some key facts below which I hope may aid you in your decision making:

*We would like to visit Armthorpe in Mon 18th May till Sun 24th May

Show times possible would be

Tues 6pm

Wed 6pm

Thurs 6pm

Fri 4.30pm & 7pm

Sat 2pm & 5pm

Sun 2pm only

* We offer a deposit on all of our sites that we visit, returnable only once you are happy with the condition we have left it in.

* We are completely self contained!

*We rent toilets for our customers to use.

*We run off silent generators.

* We have heavy duty ground Mats that we can use if needed to create a false road to avoid damage to grass areas.

* Our latest show is 7pm, which means we are all quiet for the evening by 9pm.

* We consist of three 7.5 tonne lorries, 6 or 7 caravans and of course the big top! We need an area of 30 square metres to operate on.

* We pride ourselves on our customer service! We want every person in every town that we meet to have wonderful memories of the circus being there, this includes not only visitors of the show but also neighbours surrounding us.

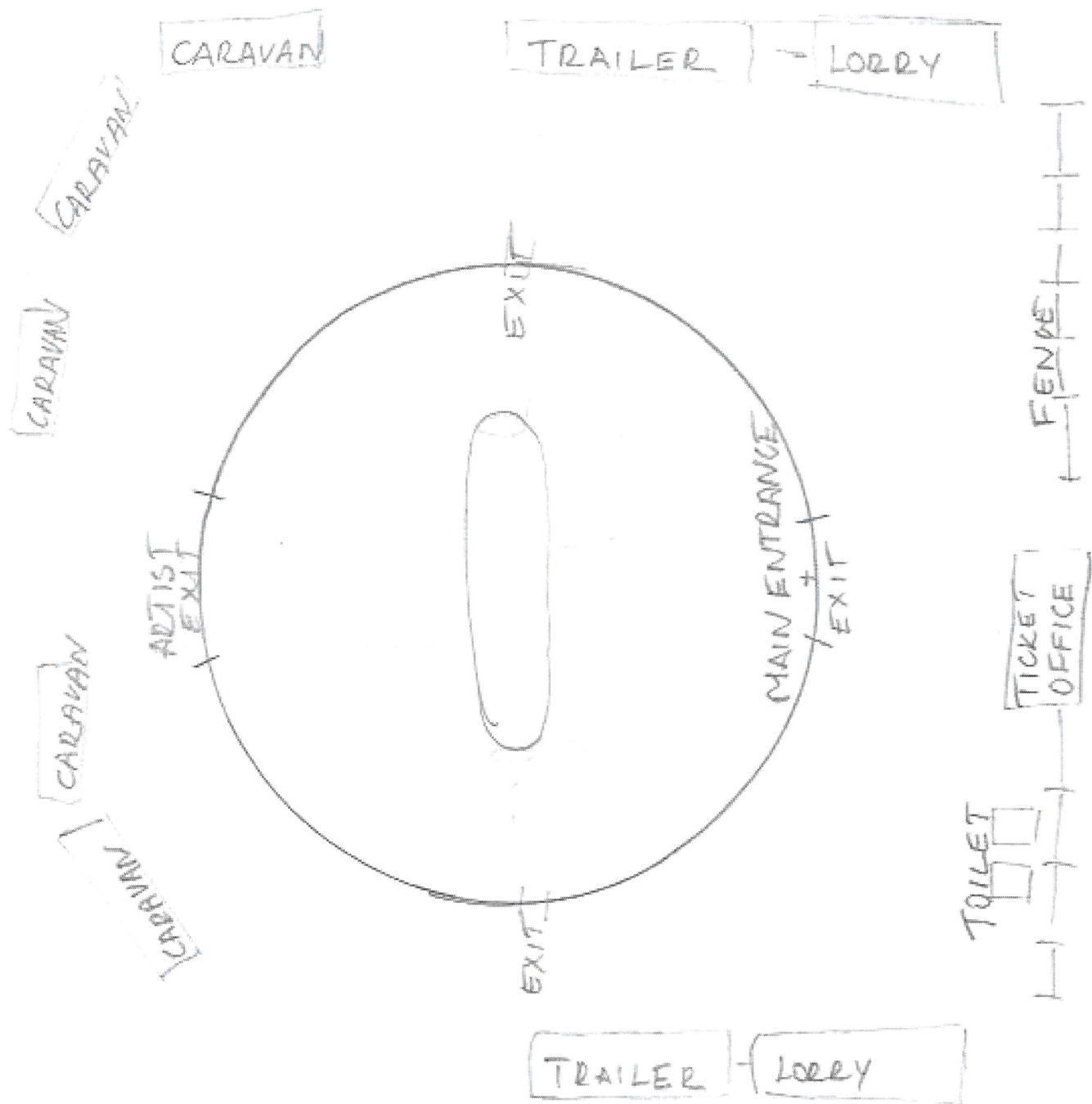
* We have all current documents that you might need which I have attached for your attention.

I hope the above may help with any questions or concerns that you may have, but if I have missed anything, please do not hesitate in contacting me on either this email or my mobile. You can always check our Facebook page for photos and comments

Kind Regards

Erika Pinder - Eddy Pinder
07578083755 - 097971337964

2025 SITE PLAN



Subject: Request to Illuminate Village Tree Lights in Yellow for National Hygiene Week

From: Needham, Tim (Councillor)
Sent: Mon, 8 Sep, 2025 at 12:41
To: clerk@armthorpeparishcouncil.co.uk
Cc: Doncaster@thehygienebank.com, chrisbrodhurstbrown

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Dear Sarah,

I am writing to respectfully request permission and for the Parish Council to consider a request for the village tree lights in Armthorpe to be illuminated in **yellow** during the week of **6th–12th October**, in support of **National Hygiene Week**.

This awareness campaign is led by **The Hygiene Bank**, a national charity working to tackle hygiene poverty across the UK. The Hygiene Bank Doncaster has been chosen as my **Civic Mayor's official charity** for my term of office, and we are encouraging communities across the City to show their support.

Illuminating the village tree lights in yellow would be a powerful visual gesture of solidarity with this cause and help raise awareness locally. I hope Armthorpe Parish Council will consider supporting this initiative as part of our wider civic engagement during National Hygiene Week.

Further information about the campaign can be found at:
<https://thehygienebank.com/national-hygiene-week/>

Thank you for considering this request. Please do not hesitate to contact me if you require any further details.

Yours sincerely,
Cllr Tim Needham
Elected Member, Doncaster Council

Kindest Regards

Councillor Tim Needham
Civic Mayor and Chair of Council
Vice Chair, Children and Young People's Scrutiny Panel
Ward Member for Armthorpe

City of Doncaster Council
c/o Floor 2, Civic Office, Waterdale, Doncaster DN1 3BU

☎ **Mobile:** 07369239829 Phone/Text/WhatsApp
✉ **Email:** tim.needham@doncaster.gov.uk
🌐 **Web:** www.doncaster.gov.uk
📺 **Follow:** @timcouncillor Facebook/Instagram/Threads/Bluesky

Please note: I also work full-time alongside being a local councillor. If I contact you out of regular office hours, this is my choice, and I don't expect others to work outside their agreed working pattern.

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Civil Marriage Licensing Checklist

1. Complete application from

2. Pay the fee

£1710.00 Application/Renewal Fee for Secular Premises

3. Current Fire Risk Assessment which includes the maximum number of people permitted to occupy each room in which the proceedings are intended to be held

4. Public Liability insurance which confirms cover for civil marriage ceremonies

5. Site Plan - aerial view of entire site. The plan should identify the boundary of the property and show all outdoor areas linked to the premises

6. Premises Plan which meets the below criteria:

(a) The room or rooms in which it is proposed that the marriage ceremonies should take place edged in red.

(b) The maximum occupancy figures should be shown on the plan in relation to each room.

(c) The place or places where notices of the ceremony and directions to the room are to be posted.

(d) The access to the premises and the room used by members of the public showing doorways and corridors edged in blue.

(e) The room in which the registrar may interview the couple prior to the ceremony edged green.