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, 19 MAY 2026

PRESENT:

Chairperson: Councillor C Brodhurst Brown.

Councillors: A Bradley, C Head, and C Parry.

Clerk to the Council: S Youngman.

NOT IN ATTENDANCE:

Councillors E North.

01 ELECTION OF CHAIRPERSON

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

RESOLVED: To appoint Councillor C Brodhurst Brown.

02 ELECTION OF VICE CHAIRPERSON

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

RESOLVED: To appoint Councillor A Barrington.

03 APOLOGIES

Apologies for absence were received from Councillors L Monks and T Needham.

RESOLVED: To approve the reasons for absence.

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

None.

05 DECLARATIONS OF PERSONAL AND PREJUDICIAL INTEREST

None declared.

06 MINUTES OF THE MEETING HELD ON 21 APRIL 2026

Council members were provided with a copy of the minutes.

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

07 MONTHLY REPORT RECEIVED FROM THE SPORTS AND RECREATION OFFICER

Council members were provided with a copy of the report, which included an update on the youth club sessions, a drop in session for 12–16-year-olds on 28th May, followed by a request for funding to the sum of £4,940.32 for a summer camp.

RESOLVED: To request further information regarding staffing and proposed income from the project.

08 COMMUNITY CLEAN UP CHAMPION

Council members were provided with the latest newsletter, which included an overview of the month's activities.

09 ESTATES MAINTENANCE OFFICER ROLE

Council members were provided with a report from the Clerk itemising the equipment purchased to date. Council members were asked to consider approving the purchase of a mobile phone for the new member of staff due them working alone.

RESOLVED: For the Clerk to be given the authority to find a mobile phone contract with a budget of £30.00 per month.

10 EVENTS COMMITTEE RECOMMENDATIONS

Council members were provided with a list of payments to approve on behalf of the Events committee.

RESOLVED: To approve the payment of £398.00 to Mr Dan Team for the provision of a disco and entertainment at the Halloween and Christmas parties.

11 ALLOTMENTS

a. Meeting with tenants.

Council members were asked to agree a date to meet with tenants to discuss the options for wetland areas.

RESOLVED: To meet with tenants on 15th June at 6pm.

b. Additional Water Tap

The Clerk advised members that a request had been made for an additional tap to serve the new allotment plots. Albemarle Homes had agreed to install the tap; however, concerns had been raised by tenants regarding the already low water pressure on site.

RESOLVED: Not to proceed with installing an additional tap.

12 ARMTHORPE COMMUNITY CENTRE MATTERS

a. Installation of water storage system

The Clerk advised that the work to install the water storage system is complete.

b. Repairs to male toilets

The Clerk advised that the repairs to the male toilets are complete and the costs for the work amounted to £307.35

RESOLVED: To approve the costs.

c. Installation of flooring in the Clean-up Champion Shed

Council members were provided with a quote to install a wooden floor in the shed.

RESOLVED: To approve the quote received from G J Joinery at a cost of £320.00.

d. Evacuation Chair

Council members were provided with quotes for the provision of an evacuation chair.

RESOLVED: To approve the purchase of a chair from St John Ambulance at a cost of £535.00 plus vat.

e. Wi-Fi System

The Clerk reported ongoing connectivity issues with the system and presented members with costings for two Fibre-to-the-Property solutions to address the problem.

RESOLVED: To approve the installation of two 300Mbps systems at a cost of £65.94 per month each.

f. Accessibility

The Clerk provided members with an update on the costs to install a sign over the entrance to the community centre which ranged between £5,500.00 and £10,450.00.

RESOLVED: For the Clerk to obtain quotes for two wall mounted signs.

The Clerk provided members with costings for the installation of a radio-frequency door-opening system. Councillor C Parry raised concerns regarding the reliability of such systems and the ongoing difficulty in securing contractors to undertake repairs when faults occur.

RESOLVED: To prioritise the budget on the installation of an automatic door opener and alarm.

13 SUPPORTING THE SOLDIERS, SAILORS AND AIRMENS ASSOCIATION (SSAFA)

Councillor C Brodhurst-Brown advised that Armthorpe has one of the highest concentrations of ex-service residents and asked that the Council consider supporting the charity by assisting with fundraising activities and providing a venue for such events.

RESOLVED: To make a recommendation to Full Council members to support the organisation.

NEXT MEETING DATE

RESOLVED: To meet on Tuesday 16th June 2026 at 7pm.

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 June 2026

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. YOUTH CLUB SUPPORT STAFF

From September 2026, I propose that Armthorpe Parish Council moves to using its own pool of support staff rather than continuing to commission the more expensive staffing provision currently supplied through Flying Futures.

This approach would enable APC to establish a more consistent, sustainable, and cost-effective staffing structure within the organisation. I would oversee the training and development of staff directly, arrange appropriate accredited training where required, and ensure staff have a full understanding of both the design and delivery of the provision we offer.

We would be looking to employ three casual support staff who would provide weekly support across the sessions. Two staff members would be used per session, allowing staff to rotate fairly, while also ensuring cover is available for holidays and sickness absence without disrupting delivery.

The activities currently delivered would remain in place, with the continued use of external providers for specialist sessions and targeted interventions where appropriate.

This model would provide a number of key benefits for APC:

- Reduced staffing costs
- Greater consistency and continuity for young people and families
- Development of in-house skills, knowledge, and experience within APC
- Training tailored specifically to the needs of the provision being delivered
- Improved staffing resilience through built-in cover arrangements
- Retention of the current quality, range, and structure of activities and support available

Overall, this proposal would strengthen APC's long-term capacity to deliver high-quality provision while improving value for money and organisational resilience.

Staffing Cost Comparison

Provider	Staffing Arrangements	Session Times	Staffing Per Session	Cost Per Session
Flying Futures Staff	2 x Staff	4.30pm – 7.00pm	2 Staff	£120.00

APC External Staff	2 x Staff	4.30pm – 7.00pm	2 Staff	£63.54

This comparison demonstrates that utilising APC's own staffing pool would provide a significant cost saving of **£56.46 per session** when compared to the current Flying Futures staffing arrangement, while still maintaining the same staffing levels and delivery times.

Based on current delivery patterns, these savings would accumulate significantly over the course of the financial year, providing APC with improved value for money while maintaining the quality of provision delivered to young people and families.

In addition to the financial savings, this approach would also provide APC with greater flexibility, improved continuity for young people, and the opportunity to develop a skilled and sustainable in-house staffing to develop a sustainable in-house staffing structure.

3. SPECIAL EDUCATION NEEDS (YOUTH CLUB)

I propose delivering a programme of activities for young people attending schools with Special Educational Needs (SEN) within the Armthorpe community.

The sessions would take place during the school curriculum day rather than as after-school provision. Delivering the programme during school hours would enable us to provide two qualified teaching support staff with experience of working with SEN young people to lead and support the sessions effectively, ensuring appropriate supervision, engagement, and inclusion throughout.

The sessions would be delivered in our new youth club facilities and would follow a similar model to the successful youth club provision currently delivered within the community. Activities would include:

- Social activities
- Free play opportunities
- Games
- Sports and physical activities

The programme would provide a safe, engaging, and inclusive environment where young people can develop:

- Social interaction skills
- Confidence and self-esteem
- Communication skills
- Emotional wellbeing
- Positive relationships with peers and trusted adults

In addition, the programme would allow Armthorpe Parish Council to engage with a wider range of young people from the Armthorpe community, including those who

may not currently access existing youth provision. This would help ensure that opportunities are inclusive, accessible, and representative of the wider community.

The programme would complement existing youth services while addressing the specific needs of SEN young people through structured, supportive, and enjoyable activities tailored to their abilities and interests.

4. PREPARING PUPILS FOR SPORTS DAY

During the summer term, I will be working with lower ability pupils to help prepare them for their school sports day. The identified children will take part in focused training sessions designed to improve their confidence and ability to participate in events during the school's traditional sports day activities.

This year, our aim is for all children to take part, enjoy the experience, and feel included in their school sports day. The additional support will give these pupils a better opportunity to compete successfully and build their self-esteem through participation.

The programme will focus on supporting children who are overweight, as well as those who need to develop their speed, agility, balance, and overall physical confidence. Activities will be adapted to suit individual needs and encourage progress in a positive and supportive environment for their school Sports Day.

5. ARMTHORPE FITNESS CLASSES

The Armthorpe 50+ fitness class and the newly established Intense Fitness class are both making a positive impact by engaging adults from the Armthorpe community in regular physical activity.

The 50+ Fitness Programme has become particularly successful, attracting around 40 adults per session. The class is delivered in a circuit-style format and includes a variety of activities such as TheraBand exercises, weighted exercises, SAQ (speed, agility and quickness) drills, ball work to improve hand-eye coordination, and light movement-based activities. In addition to the physical benefits, the programme is highly valued for its social aspect, providing participants with an opportunity to meet others, improve confidence, and reduce social isolation within the community.

The newly introduced Intense Fitness session offers a more demanding workout aimed at adults seeking a higher level of physical challenge. The 30-minute sessions focus on movement patterns and drills that isolate different body parts while elevating heart rate and improving overall fitness levels. Although the class is still developing, it currently attracts around two adults per session and has the potential for further growth as awareness increases within the community.

6. SHAW WOOD ACADEMY

I have been informed that Shaw Wood Academy will not be participating in the rounders festivals and will not be permitting Armthorpe Parish Council to use the

Shaw Wood Academy facilities for the boys' rounders festival. This is now the second occasion this has occurred, which is disappointing for the other Armthorpe schools and for the wider community.

My understanding is that Armthorpe Parish Council continues to support Shaw Wood Academy and the local community by providing the Community Centre facilities free of charge for events such as Pride of Armthorpe and the Street Food Events, together with staff support to assist with the setup and delivery of these events.

I believe this situation should be formally noted and taken into consideration when reviewing future partnership working arrangements and levels of support.

7. PICKLE BALL TASTER SESSIONS

Armthorpe Parish Council recently trialled its first pickleball session for adults in the Armthorpe community. The session was a great success, with participants enjoying the fast-growing bat-and-ball sport in a fun and welcoming environment.

Pickleball offers a fantastic way for adults to improve their fitness, health, agility, and coordination, while also providing opportunities to socialise and build new friendships with other players.

Following the positive feedback from the first session, another taster session will be held in June, with plans to establish a regular weekly session from September.

8. BUDGET PROPOSAL 2026/27

I would like to request that members of Armthorpe Parish Council consider an increase of **£4,940.32** to my budget for the 2026/27 financial year.

This additional funding would enable the delivery of a Summer Holiday Programme for young people. A similar programme delivered during the Easter break proved highly successful, with strong engagement levels and very positive feedback from

participants and families. Not continuing this provision over the summer would represent a missed opportunity to provide meaningful activities and support for local young people during the school holidays.

The proposed budget would primarily cover staffing costs, alongside activity expenses such as inflatable attractions, which have consistently been among the most popular and engaging elements of the programme.

Efforts will also be made to secure external funding opportunities. Should these applications be successful, the reliance on the full additional budget allocation may be reduced or potentially eliminated altogether. In addition, a fee of **£5.00 per child per day** is proposed for attendance, which would further offset overall programme costs.

Summer Holiday Camp Budget Breakdown

Staffing Costs

	Per Day	Per Week	Full Programme
1 x Staff	76.26	305.04	1,220.16
2 x Staff	152.52	610.08	**2,440.32**

Additional Costs

	Per Day	Per Week	Full Programme
Inflatable Attractions	150.00	600.00	2,400.00
Prizes/Treats		25.00	100.00

Total Additional Budget Requested: **£4,940.32**

Income Projections

Please see below a summary of income and attendance figures from previous holiday camp provision. Based on previous attendance trends, it is estimated that the 2026 Summer Holiday Camp could generate an income of approximately **£1,250 – £1,500** through attendance fees.

Programme	Attendance	Income
Easter Holiday Camp 2025 (2 weeks – 4 days per week)	193-day bookings	£0.00
Summer Holiday Camp 2025 (4 weeks – 4 days per week)	255-day bookings	£1,275.00
Easter Holiday Camp 2026	202-day bookings	£1,010.00

(2 weeks – 4 days per week)		

Based on the above figures, attendance demand for holiday provision remains consistently strong. Introducing a modest attendance fee has proven successful while still maintaining accessibility for families.

The proposed programme would therefore provide significant value to the local community while ensuring that a proportion of costs are recovered through participant contributions and potential external funding opportunities.

Carl Hughes
Sports and Recreation Officer

Outlook

Fw: DB Entertainment - Quotation 13407 for 21st November 2026

From bookings@armthorpeparishcouncil.gov.uk <bookings@armthorpeparishcouncil.gov.uk>
Date Tue 26/05/2026 15:22
To Sarah Youngman <clerk@armthorpeparishcouncil.gov.uk>

From: DB Entertainment <events@dbentertainment.co.uk>
Sent: Tuesday, May 26, 2026 3:22 PM
To: bookings@armthorpeparishcouncil.gov.uk <bookings@armthorpeparishcouncil.gov.uk>
Subject: DB Entertainment - Quotation 13407 for 21st November 2026

Hello
Please find your Quotation detailed below.
Please note that equipment you have chosen may be booked on the date you want them, until full confirmation is received we cannot reserve them for you.

Your booking reference is **13407**

Customer Details	**Date & Times**	**Customer Address**	**Delivery Address**
Email: bookings@armthorpeparishcouncil.gov.uk	**Date:** 21 Nov 2026 **Event Start Time:** By 12:00 **Event Finish Time:** From 16:00 **Date Booked:** 26 May 2026	Church Street Armthorpe, Doncaster South Yorkshire DN3 3AG	Armthorpe Community Centre Church Street Armthorpe, Doncaster South Yorkshire DN3 3AG

Additional Info

Hire Occasion:	**Heard About Us:**	**Accessibility:**	**Location / Surface:**
Not Given			Indoors on Hard Surface

Equipment Details

Deluxe Santa's Grotto Hire

Throne Chair Hire

Product Price:	£444.00
Net Total:	£444.00
VAT:	£88.80
Balance:	£532.80

THIS IS NOT AN INVOICE NOR CONFIRMATION OF A BOOKING - IT IS A QUOTE.
We always try to give our best quote however we can price match any quotes like for like - please contact us for more details.
If you go ahead with a booking with us, we send all the relevant information on a booking confirmation including risk assessments and proof of public and employees liability insurance. We assure you DB Entertainment has all the relevant cover including Chas accreditation as well as Rpii Inflatable Equipment and Operators Accreditation.
To make a booking please email or call us on 0114 345 0135
Please note if your booking includes inflatables that are being used outside they may be cancelled/ postponed due weather conditions completely out of our control (ie: wind above 24mph or heavy rain.) It is also your responsibility to make sure you have adequate insurance cover in the instance that we do not supply supervising staff.
We will work with you to provide alternative equipment that may be suitable.
As part of the GDPR / data protection regulations, we want to make sure we only send marketing messages to those who want to receive them.
We would love to continue sending you emails about our special offers and news updates. To continue receiving these simply click the following link to opt-in: **Click Here**
Reasons to book

- **24 years of expertise and great service to our customers**
- **Public and Employees Liability Insurance**
- **Risk assessments supplied**
- **Rpii Inflatable Equipment and Operators Accreditation**
- **All paperwork sent electronically via email inc Invoices**

ARMTHORPE
PARISH COUNCIL

Report to Council: Purchase of Safety Evacuation Equipment and Staff Training

1. Purpose of the Report

To update Members on the approved purchase of an evacuation chair and to outline the associated training requirements, along with alternative equipment and training options for consideration.

2. Background

Council previously approved the purchase of a safety evacuation chair from St John Ambulance at a cost of £535.00 plus VAT. This equipment will support the safe evacuation of individuals with reduced mobility in the event of an emergency.

To ensure the chair can be used safely and compliantly, staff must receive appropriate training.

3. Training Requirements for the Evacuation Chair

St John Ambulance provides evacuation chair training at a cost of £500.00 for up to four delegates. Each participant receives a certificate valid for three years.

The Council would need to train eight members of staff, meaning two training sessions would be required.

- Total training cost: £1,000.00
- Certification validity: 3 years

An alternative option is to send one member of staff on a trainer course, enabling them to deliver in-house training.

- Trainer course cost: £1,049.99
- This option may provide longer-term value and reduce future training costs.

4. Alternative Equipment Option: Evacuation Sledge

As an alternative to the evacuation chair, the Council could consider purchasing an emergency evacuation sledge at a cost of £151.18 plus VAT.

Training for the sledge can be delivered to up to 12 members of staff at a cost of £625.00 plus VAT. This option may offer a more cost-effective solution for wider staff coverage.

5. Recommendation

Members are asked to note the training requirements and associated costs for the evacuation chair previously approved, and to consider whether to proceed with chair training, invest in a trainer course, or explore the alternative evacuation sledge option.

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

Tel: 01302 830543

St John Ambulance

Safelincs®
Fire & Safety Solutions

Emergency Evacuation Sledge with Bag – Thorpe Mill

The Emergency Evacuation Sledge from Thorpe Mill allows for the smooth transfer of patients with mobility difficulties across any surface including concrete and stairs. Supplied in a wall mounted bag, the sledge can be deployed with ease when needed in an emergency and is fitted with safety belts to hold the patient in place during an evacuation. The sledge also uses a dual inner foam to assist with patient comfort.

- Suitable for areas such as hospitals and care homes
- Two-person operation (unless risk assessed for one person)
- Maximum carrying weight: 320kg (Safe working load: 150kg)
- Two safety belts and foot pocket to hold the patient safely and securely in place
- Tough slippery coated underside to assist with transfer over floor surfaces and stairs
- Dual inner foam provides protection and comfort for patient
- Complete with storage pouch which can be wall mounted for rapid deployment (fixings not included)
- Dimensions (LxWxD) - 1900 x 600 x 40mm
- Suitable for individuals up to 1800mm in height
- Manufactured in the UK

ARMTHORPE
PARISH COUNCIL

Item 9C

Summary of Quotes Received

Project: Installation of Automatic Door Opener to Accessible Toilet

Date of Summary: 2nd June 2026

Company	Description of Works	Cost
Ridley Electronics Ltd	Supply and installation of Radio Frequency Door Opener	£2,302.00 plus VAT Plus the cost to install a 5amp fuse spur.
BGS Intelligent Door Solutions	Supply and installation of 1 x manual swing door with automatic swing door operator system. Contractor advised installing a door to open inwards which would reduce the space inside the toilet for users.	£3,502.50 plus VAT
J P Glasby Ltd	Supply and installation of automatic door opening system with signage, maglock and push button operation and finger guards.	£4,650.00 plus VAT

Outlook

RE: Emergency Alarm Quote

From Mark Lewis
Date Tue 02/06/2026 16:18
To clerk@armthorpeparishcouncil.gov.uk <clerk@armthorpeparishcouncil.gov.uk>

Good afternoon Sarah,

The cost for the disabled toilet alarm with a power supply, pull switch, reset button in the WC, overhead sounder/lamp outside over the door and then additional indicator lamp/ sounder in your office and small office next door would be £1,452.00p
Kind Regards,
Mark

J.P. GLASBY LTD
ELECTRICAL CONTRACTORS

SOLARGREEN PV

Mark Lewis
Project Engineer
Mobile:
Tel: 0114 287 2046
Unit 6A
Nine Trees Trading Estate
Morthen Road
Rotherham
S66 9JG

Yorkshire Mechanical Services Limited
37 Hurst Lane, Armthorpe, Doncaster, South Yorkshire, DN3 3GR

Telephone: **Email:**

VAT Number
GB 101434081

Yorkshire Mechanical Services

Customer	Armthorpe Community Centre (Armthorpe)	**Number**	SQ-156
Reference	Bar Tea Boiler	**Created**	01/06/2026
Invoice Address	Welfare Park, Church Street, Armthorpe, Doncaster, DN3 3AG	**Expires**	01/07/2026
Delivery Address	Welfare Park, Church Street, Armthorpe, Doncaster, DN3 3AG		

Description	Qty/Hrs	Price/Rate	Net	% VAT	VAT	Total (£)
Supply and install 130 cup tea boiler, connect to mains cold water	1.00	721.83	721.83	20.00	144.37	866.20
or						or
* Unit currently on offer*: To supply and fit	1.00	505.42	505.42	20.00	101.08	606.50

Total Net	1,227.25 (£)	**Total VAT**	245.45 (£)	**Total**	1,472.70 (£)

Notes
Electrics: We assume the unit comes with a 3 pin plug

VAT Rate	Net (£)	VAT (£)	Total (£)
Standard 20.00%	1,227.25	245.45	1,472.70