

**SHADWELL PARISH COUNCIL**  
**Minutes of the Council Meeting of the Council held on**  
**Monday 9<sup>th</sup> February 2015**

Chairman – Debbie Potter (DP)	01132657575
Vice Chairman – Robert Dyson (RD)	01132737440
John Macintyre (JM)	01132737800
Keith Pickford (KP)	01132737013
Denise Simpson (DS)	01132738899
Norman Taylor (NT)	01132737393
Denise Trickett (DT)	07850283529
Ted Vickerman (TV)	01132738242
Geoffrey Wilson (GW)	01132737164

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Village website: [shadwellvillage.co.uk](http://shadwellvillage.co.uk)

In attendance – PCSO Broadwell, PCSO Lisa Tate, Patricia Bullough, Maureen Brewer, two members of the public and the Clerk.

265/14 The Chairman opened the meeting at 7.30pm. Apologies were received from Cllr Vickerman.

266/14 **Minutes** – KP stated that 241/14 should read two manhole covers, not three. This was duly altered and initialled by the Chairman. DT then proposed and DS seconded the minutes for 12<sup>th</sup> January 2015 be approved and signed. All agreed and the Chairman signed the minutes.

267/14 **Declarations of Interests** – There were no declarations of interest.

*The Chairman suspended the meeting at 7.36pm and asked PCSO Broadwell to give her report.*

268/14 **Crime Report** –PCSO Broadwell reported that there had been two crimes in Shadwell during January.

Theft from Motor Vehicle – Main Street 26/1 21.00hrs to 27/1 08.00hrs – Suspects entered vehicle removing property from glove box onto seat then leaving them in situ and making off. Four arrests made.

Burglary other – Main Street 7/1 overnight – Susp/s use bodily force on wooden boarding and enter premises, search made and items removed. Then susp/s using site tools to force entry into detached garage and remove property from within. Property taken includes windows, lead rolls and power tools.

*The Chairman thanked PCSOs Broadwell and Tate for the report*

269/14 **Wetherby & District Crime Prevention Panel** – Patricia Bullough and Maureen Brewer reported that the Fire Brigade at Moortown would do free risk assessments and fit free smoke alarms. They asked the public to be aware of bogus calls regarding pensions and postcards left requiring residents to ring a telephone number concerning collection of a parcel, as this was also a scam. Maureen advised that she was to stand down as Chairman in the summer.

*The Chairman thanked Maureen and Patricia for attending.*

270/14 **Questions from members of the public**

A member of the public asked for advice concerning construction HGVs parking on the verges in Gateland Drive and also obstructing driveways.

*The Chairman reconvened the meeting at 7.55pm.*

271/14 **Current items outstanding to include the Clerk's Report**

- i. **Potholes** - The Clerk confirmed that the potholes in Shadwell have been reported.
- ii. **Bin at Bottle Bank (238ii/14)** – the Clerk had received notification from LCC that the bin and signage were due to be installed shortly.

- iii. **Bus Stop in Main Street (213/14)** – the Clerk advised that Metro had met with a representative of Highways Dept and made a site visit. From this it had been decided that to remove the bus stop would cause overcrowding at the adjacent stops. It was also felt that there was adequate room at the existing stop, therefore no action would be taken.
- iv. **Dan Quarry (208iii/14)** –NT advised that his meeting with a representative of LCC would take place in shortly.  
**ACTION: NT**
- v. **Morrisons free bus (225ii/14)** – the Clerk informed members that Morrisons has stated there are no plans for a bus service to Wetherby in the foreseeable future.
- vi. **Diamond Jubilee Commemorative Flowerbed Plaque** – JM advised members that the plaque would be in situ by the end of the week.
- vii. **CCTV at Parish Council's shed (208iv/14)**–NT informed Members that the system was in place and working. It was agreed to discuss CCTV at the bottle banks at the next meeting.  
**ACTION: Clerk**

**272/14 New Legal Right to Use Electronic Communication to Send the Summons for Council Meetings** – Following a short discussion, DS proposed that the Council should adopt the legal right to use electronic communication to issue the summons to meetings, along with any relevant documents. DT seconded the proposal, which was agreed unanimously. KP decided to opt out of electronic communications.

**RESOLVED – to adopt the legal right to use electronic communication to issue the summons to meetings, along with relevant documents.**

*RD left the meeting at 8.10pm*

**273/14 Noticeboards** – JM advised that the two village noticeboards at the shops only needed the backs replaced professionally. NT proposed that JM employ a professional joiner to do the repairs and to purchase the new village noticeboard outside the Library, spending no more than £1000. This was seconded by DT and agreed unanimously. The Clerk to receive the invoices to enable a grant from the Ward Councillors to be completed.

**RESOLVED: to repair two noticeboards and replace one at a cost of no more than £1000**

**ACTION: JM**

**ACTION: Clerk to complete application for a small grant**

**274/14 Annual Parish Meeting 2015** – It was noted that Mark Burns Williamson, the Police and Crime Commissioner for West Yorkshire had agreed to be a guest speaker, as well as a representative of the Dementia Friends Initiative. A Ward Councillor would also be invited. Following a constructive discussion, it was agreed to try a new format, breaking the meeting into formal and informal, with local organisations reports on boards around the room, manned by a representative from each during the informal part of the meeting, which would include refreshments. NT proposed wine to be included in the refreshments. This was seconded by DT and agreed with one abstention.

**RESOLVED: to include wine in the refreshments**

**ACTION: Clerk to invite local organisations**

**275/14 Local Council Award (Formerly Quality Council Accreditation)** – Having read through the documents, KP proposed that the Parish Council should work to obtain the Quality Award. The Clerk should begin the process with immediate effect. This was seconded by DP and agreed unanimously.

**RESOLVED: The Parish Council to work towards obtaining the Quality Award.**

**Action: Clerk to start the process**

**276/14 Newsletters** – It was agreed that the Spring newsletter should be in a coloured A5 brochure format and to be ready for distribution by 9<sup>th</sup> March 2015. JM and the Clerk to meet to undertake the editing.

**ACTION: JM/Clerk**

**277/14 Dog Fouling**– JM advised members that he had erected notices in the worst affected areas.

## 278/14 Elections 2015

It was agreed that the Clerk should contact former applicants and that the election for Parish Councillors should be advertised in the newsletter.

## 279/14 – Planning – i. DS reported on two planning applications – **P/14/06710/FU/NE - 29 Ash Hill Gardens, Shadwell**

Two storey rear extension

The Committee had no further comments to add from last month's meeting.

## **P/15/0303/FU/NE (also same as 0304) - 1 Crofton Terrace, Shadwell**

Listed building Conversion and alterations to existing garage to form habitable room

Members raised **no objection** but were concerned that the use of aluminium doors would be out of keeping in a Conservation Area.

ii. **Electronic Planning applications**– DP advised that, at the recent Outer North East Leeds Forum meeting, it was discussed how some parishes would be unable to hold a meeting with electronic planning applications. DS stated that the plans would need to be standardised and of a good quality. It was noted that the Planning Charter Working Group would be reconvened to discuss these issues.

iii. **Planning Applications for adjacent parishes** – it was noted that the planning applications for neighbouring parishes would not be advised by Planning Department and it was the responsibility of individual parishes to check on Public Access.

DS advised of a recent Bramley Fields meeting. 'Work will begin after orbital road completed with 250 houses at A58 and 250 houses A64 end. Upgrades of approach to roundabouts with a new roundabout south of the Wellington public house. New school to be situated on Redhall lane. Planning application to be submitted with work commencing 2019-2021'.

280/14 **Finance** – i. **Bank Account** – DP advised that paperwork had been received for the transfer of the Parish Council bank account from Leeds Building Society to Barclays. The existing signatories to remain. GW agreed to take in identification to the Moortown branch.

ii. **Date of the April Finance Committee meeting** – It was noted that the date had been altered to Tuesday, 21<sup>st</sup> April 2015 at 6.30pm. The Clerk advised that the Recreation Centre was aware of the change of date.

iii. **Precept 2015** – the Clerk confirmed that the precept request had been received by LCC.

281/14 **Highways** – It was noted that work on the Gateland Lane footway had commenced but with the incorrect kerbing. The Clerk read out an email from Steve Parry, Highways Dept, apologising for the error and stating it would be replaced with York stone kerbing, as previously agreed.

282/14 **Risk Assessment** – JM confirmed the monthly risk assessment had taken place and there was nothing that needed attention. This was passed to the Chairman for signing.

**ACTION: JM**

283/14 **Neighbourhood Planning** – DP advised that the form for the end of the grant was in the process of being completed. There was an analysis of the responses from the Open day being undertaken. The next meeting of the Steering Group would be in March.

## 284/14 **Reports from Council Representatives on Local Committees and Forums**

i. **Shadwell in Bloom** - Winter clear up jobs have dominated our timetable. In addition to Manor Court the following hedges have now been cut: School to Village Hall; Bus Terminus; Cricketers View and further tidying up in Blind Lane (Stocks Hill) and around the (opposite the) Fish Shop bus stop. The bus sign on the Fish Shop is now hidden in the bushes and has been commented on by drivers to us on our last two journeys. More salt has been distributed as necessary- for use with our (bright) orange shovels. Most salt bins now need a LCC top up!

## ii. **Shadwell Independent Library and Arts Centre**

1. Programme of Events at the Library:

16.03.15 History of Barnbow - 09.06.15 Joyce Hill Vikings in Yorkshire – Wine Tasting Evening - Date to be announced.

2. Two very successful events taken place in January

28.01.15 Marilyn Joice: Introducing Jane Austen. Well attended, approx. 30 people despite the bad weather. An in depth analysis of Jane Austen's life and works.

31.01.15 Celebration event 2 years Library and Shadwell Local History Society. Tea/coffee/cakes in the Library, and displays of the work of the History Society over the last year. A very warm and friendly atmosphere. The Shadwell Collages were on display in the Village Hall. Over 35 people attending.

3. Shadwell Local History Society has installed an information board, detailing the Shadwell History trails, on the grass at the side of the Library. This is made of green oak and has been concreted into the ground. It is vandal proof.

4. Building work - ongoing. Sue Newell working with Peter Baker to ascertain what work needs Conservation Officer's consent and what doesn't.

5. Ongoing donations of books. There is no further room on the shelves, so some books being given to charity.

iii. **Outer North East Forum** – report previously circulated to Councillors. There were no queries.

iv. **Annual Town and Parish Council Forum** – DP advised that the forum was mainly concerned with the three LCC Charters.

285/14 **Parish Council Surgery** – JM & DT hosted the surgery on 7<sup>th</sup> February 2015 and had five visitors with the following concerns - the indiscriminate parking in Manor Court; signage in Gateland Lane; snow wardens; parking outside church during school run; a mirror at junction of Colliers Lane and Winn Moor Lane..

**ACTION: Clerk to deal with the queries and advise the residents of the outcome**

The Council was also complimented on the Christmas lights and asked not to stop the monthly surgeries.

GW and DP agreed to host the surgery on 7<sup>th</sup> March 2015. The Clerk was instructed to place a monthly advertisement in Shadwell News advising of the date of the surgery.

286/14 **Correspondence** –

**Tour de Yorkshire** – noted

**Parish Polls: Consultation on the Government's intentions to modernise parish poll regulations** - noted

287/14 **Items for next agenda** **Items for next agenda** and **urgent items which have arisen since publication of agenda** –

**Email from John Gostling, concerned about 20mph speed limits on Main Street** – reply to be sent by Clerk.

JM advised that Mrs Sue Pyatt, Headteacher of Shadwell Primary School, will be retiring at the end of the summer.

DP informed members that the results of the road survey had been noted by Cllr Robinson and were going to the Highways officers.

288/14 **Invoices** – GW proposed the payment of the following invoices. This was seconded by DS and agreed unanimously.

Yorkshire Local Councils Association (booklet)	£1.50 (LGA 1963 s5)
J Ford (Village Maintenance)	£336.00 (Highways Act 1980 s 43.50)
ICO (data protection)	£35.00 (LGA 1963 s5)
Office Depot (Stationery)	£19.09 (LGA 1963 s5)
Bardsey Tree Services Snow clearance)	£180.00 (Highways Act 1980 s 43.50)
L Hoff (Petty Cash)	£13.64 (LGA 1963 s5)
L Hoff (Contribution to utilities)	£20.00 (LGA 1963 s5)
J Macintyre (Christmas lights)	£334.99 (LGA 1972 s145)

289/14 **Part Two** – There were no members of the public present.

290/14 **The next Parish Council meetings are confirmed as –**

Full Council meeting will be held on Monday 9<sup>th</sup> March 2015 at 7.30pm

Planning Committee meeting on Monday 9<sup>th</sup> March 2015 at 7pm

Finance Committee meeting on Tuesday 21<sup>st</sup> April 2015 at 6.30pm

**All meetings are held in the Recreational Centre, Holywell Lane**

291/14 **Chairman closed the meeting at 9.25 pm.**

Signed..... Dated.....