

SHADWELL PARISH COUNCIL
Minutes of the Council Meeting of the Council held on
Monday 9th March 2015

Chairman – Debbie Potter (DP)	01132657575
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	

In attendance –Patricia Bullough and the Clerk.

292/14 The Chairman opened the meeting at 7.30pm. Apologies were received from Cllr Vickerman.

293/14 Norman Taylor was elected Vice Chairman, unopposed.

294/14 **Minutes** – GW then proposed and DS seconded the minutes for 9th March 2015 be approved and signed. All agreed and the Chairman signed the minutes.

295/14 **Declarations of Interests** – There were no declarations of interest. GW declared an interest in item 17iv(c).

296/14 **Crime Report** (received by email from PCSO Broadwell) –
Burglary Dwelling x 5; Burglary other x 2; Theft from motor vehicle x 3

Burglary Other - Cricketers View 12th overnight, Susp/s enter believed locked and secure garage make tidy search no property taken

Burglary Dwelling - Main Street 13th 00.00 – 7.40 Susp/s enter through insecure bi-folding doors remove property – laptop, silver cutlery, I pod. 2 x Arrests

Burglary Dwelling - Ash Hill Drive 13th 00.30 – 06.30, Susp/s enter integral garage door by forcing enter house through insecure door steal handbag, camera . 2 x Arrests

Theft from motor vehicle - Ash Hill Drive 22/1 – 13/02, Susp/s enter believed locked and secure without causing damage remove property. 2 x Arrests

Theft from motor vehicle - Ash Hill Gardens 12/2 overnight, Susp/s enter vehicle believed locked and secure causing no damage remove property

Theft from motor vehicle - Cricketers View 12/2 overnight, Susp/s enter vehicle believed locked and secure causing no damage remove property. 2 x Arrests

Burglary other - Main Street, 12/2 overnight Susp/s enter insecure shed remove property

Burglary Dwelling - Cricketers View 15th overnight Susp smash patio door glass remove keys steal vehicle. Alarm not switched on

Burglary Dwelling - Ash Hill Drive 20/2 00.30, Susp/s smash side patio door activating alarm, no entry made, no property taken.

The Chairman suspended the meeting at 7.41pm and asked Patricia Bullough to give her report.

297/14 **The Crime Prevention Panel** – Patricia Bullough warned of bogus tickets on sale for the Rugby World Cup and advised only to purchase through the official website. She also cautioned residents not to give any bank details to cold callers but to either hang up and ring the bank manager or use another telephone to ring the police.

The Chairman thanked Patricia for attending.

298/14 **Questions from members of the public**
There were no members of the public present.

The Chairman reconvened the meeting at 7.45pm.

299/14 Current items outstanding to include the Clerk's Report

- i. **Potholes** - The Clerk advised that no potholes in Shadwell had been reported to her.
- ii. **Bin at Bottle Bank (271ii/14)** – it was noted that the bin was in situ but was not fit for purpose. The Clerk was instructed to request a larger bin. Signage was due the week beginning 16th March 2015.
- iii. **Annual Parish Meeting** – the List of guest speakers was agreed, with the agenda to have time slots for each speaker. NT and JM agreed to supply glasses for the wine, which was to be purchased from the Post Office. The Clerk was to provide posters for the noticeboards and on the website. Volunteers to set up the room on the night of the meeting was to be included on the next agenda.
ACTION: DP/Clerk
- iv. **Noticeboards (273/14)** – JM advised he was awaiting the quotations from the joiner.
- v. **Election 2015 (278/14)** – Packs had been distributed to all councillors wishing to stand in the next election. It was noted that the parish council's results would not be known until 6.30pm on Friday, 8th May and Shadwell Parish Council's Annual Meeting to elect the Chairman etc, was on Monday 11th May. It was agreed that all candidates should be sent an agenda and minutes for receipt on the previous Tuesday.
ACTION: Clerk
- vi. **Parish Council Surgery (285/14)** – The Clerk confirmed that all residents' queries had been answered and comments noted

300/14 New Legal Right to Use Electronic Communication to Send the Summons for Council Meetings – It was confirmed that the Clerk's signature would be typed in script.

301/14 CCTV at the Bottle Bank – NT advised that the images on the current CCTV camera were very clear and as boxes and fly-tipping was still occurring by the bottle banks, proposed that a camera be purchased, to be installed, directed at the bottle banks. This was seconded by JM and agreed unanimously. It was noted that the landlord of the Red Lion had no objection

RESOLVED: to purchase a CCTV camera to be directed towards the bottle banks

GW proposed that NT should go ahead and purchase the equipment, up to a cost of £100. This was seconded by DT and agreed unanimously.

RESOLVED: NT to purchase a CCTV camera for the Parish Council for not more than £100.

ACTION: NT

302/14 Speed Feedback Unit – Following a brief discussion, it was agreed that the Clerk should contact Highways in the first instance, to see whether a speed feedback unit would be allowed in Shadwell.

ACTION: Clerk to contact Highways

303/14 Allotment Fees – GW proposed that there was no increase in allotment fees. This was seconded by NT and agreed unanimously.

RESOLVED: Allotment fees were to stay at the current rate

304/14 Newsletters – JM handed out the new format newsletters. All agreed they were a great improvement and the Chairman thanked JM for producing a professional brochure. The delivery was discussed and it was agreed that more volunteers were required.

305/14 Severe Weather – Only one snow ploughing had been required at a cost of £150 + VAT. The Clerk was instructed to include severe weather requirements on the September agenda and the purchase of rock salt on the July agenda. NT requested that the Clerk ascertain which grit bins were filled by Leeds City Council.

ACTION: Clerk

306/14 Road Traffic Calming Survey

The Clerk advised that the results of the Parish Council survey data would not be known for another three weeks. This item would be on the next agenda, by which time Leeds City Council should have forwarded the results.

Path 102 – Following a lively discussion regarding the kissing gate at the top of Path 102, DP proposed that the issue was re-visited in three months, to see how well the gate had weathered. This was seconded by JM and agreed unanimously. NT requested that the Clerk ascertain the cost of improving Path 102 by Leeds City Council.

RESOLVED: to re-visit the issue of the kissing gate in three months

ACTION: Clerk

307/14 – **Planning** – i. DS reported on two planning applications –

P/14/07484/FU/NE - 229 Main Street, Shadwell

Demolition of existing house and garage and erect four detached houses

The Committee agreed wholeheartedly with the letters of objection from local residents. Members felt the demolition of a house of character was unnecessary and that the building of four properties was overdevelopment of the site and not in keeping with the street scene. Having the entrance to the proposed properties from Strickland Close would cause safety issues with an excess of vehicles using this narrow, residential road. Concerns were also raised of the construction vehicles parking in Main Street, the height of the new properties and the loss of trees on the site. The Committee also considered it to be a poor and unprofessional planning application, with a lack of building materials to be used.

Objection

P/15/00990/FU/NE - 2 Gateland Lane, Shadwell

Single storey side extension

No Objection

308/14 **Finance** – i. **Bank Account** – DP advised that there were ongoing problems in the transfer of the Parish Council bank account from Leeds Building Society to Barclays. GW had taken his forms into Moortown branch and these had promptly been lost. NT and DT agreed to visit the branch on 10th March to complete the necessary paperwork.

ACTION: NT/DT

ii. **Signatory on current account** – DP proposed that DT become a signatory on the current account, to be held at Barclays Bank. This was seconded by DS and agreed unanimously.

RESOLVED: Cllr Trickett to become a signatory on the current account to be held at Barclays Bank

iii. **Direct Debits** – it was agreed to pay the Information Commissioner's Office (Data Protection) annually by direct debit, as this was a compulsory payment. The direct debit mandate was signed.

ACTION: Clerk to send to ICO as soon as Barclays Banks account is opened

iv. **Grants** – Four grant applications were received and discussed –

- a). Mayfest - St Pauls Parish Church - £200
- b). Shadwell Tennis Club - £100
- c). Good Companions Club - £200
- d). MAECare - £200

DS proposed that all the grant applications be agreed. This was seconded by DT and agreed by all. GW abstained from item 308iv (Good Companions Club) as he is a member.

RESOLVED: to pay the grants as requested

v. **Transfer from deposit account** – DP proposed that £3000 be transferred from the deposit account to the current account. This was seconded by DS and agreed unanimously.

309/14 **Highways** – i. **Hobberley Lane** – Members noted that the issues concerning Hobberley Lane have been passed to Highways. The Clerk was instructed to contact Highways regarding the contents of the email from a local resident.

ACTION: Clerk

ii. & iii. – **Parking outside the School/Highways Committee** – Following a lively discussion, it was agreed that JM, NT and GW should form a working group to pursue the parking issues outside the school. All agreed that the Elizabeth Hastings Trust should be contacted with regard to releasing land for a drop-off point. DP and the Clerk to produce Terms of Reference for the working group.

ACTION: JM, NT, GW/DP and the Clerk

310/14 **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

311/14 **Neighbourhood Planning** – The minutes from the last two meetings had been distributed prior to the meeting and read by all Cllrs. Under the right to buy scheme, it was noted that no other buildings in Shadwell were suitable. It was also noted that suggestions for the use of CIL money need to be included in the Neighbourhood Plan. It was suggested that a footway from the bridge along to Wetherby Road installed. It was also suggested that the Parish Council provide a suitable field for recreation on a leased basis or outright purchase. The Clerk was instructed to make suitable investigations regarding purchase and contact Highways to ascertain whether a footway was feasible. It is believed that these suggestions could be amended or altered.

ACTION: Clerk

Minutes – JM proposed the minutes of the 13th January 2015 and 3rd March 2015 be accepted. This was seconded by DP and agreed unanimously.

RESOLVED: to accept the minutes of 13th January 2015 and 3rd March 2015

312/14 **Reports from Council Representatives on Local Committees and Forums**

i. **Shadwell in Bloom (NT)** - Winter may be ending, hence remedial work will commence this week. Don Little's Bed requires a complete replant as does most of the Chevron Bed- other beds need less attention. Holywell Park Bed has received much needed attention to quell the couch infestation. Some replanting is necessary here- with possible plants from LCC or via SIB. The trees for Shadwell Lane are now in the village (all 10ft high specimens) and will be planted Tuesday. The School Nature Garden now has a SIB custodian and has received a considerable tidy up- with frogs' spawn to follow.

ii. **Shadwell Independent Library and Arts Centre (DT)** - The Library is a Grade II listed building which means it is of importance nationally and of special interest. This fact has slowed down the progress being made on the renovation of the building. The new heating has been installed. The Library Committee is now working with a consultant to progress the next stages of the building work. The initial work will include the roof of the extension, the fall pipes and gutters for the whole building and plastering throughout. When the work is being carried out the building will be closed. We will keep members informed as things move forward. There is a Committee meeting on 10th March 2015.

313/14 **Parish Council Surgery** – DP and GW hosted the surgery on 7th March 2015 and had seven visitors with the following concerns – Footpath claimed from Wainscott Cottage to Red Hall wood; noticeboards should have front openings; speed limit at Village Hall; street lighting switch off; potholes in Main Street; planning application comments on 229 Main Street; grit bin for Charville Gardens.

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

DT & GW offered to host the surgery on Saturday 6th April 2015

314/14 **Correspondence** –

Voluntary Action – Leeds, membership invitation – it was agreed membership was not necessary
Muhammad Khan, MWA/CWP Volunteers Available – it was agreed that NT should contact Mr Khan regarding gardeners for Shadwell.

ACTION: NT

315/14 **Items for next agenda Items for next agenda and urgent items which have arisen since publication of agenda** –

Item for next agenda – Trees; Playground Committee to discuss hedging and NT to bring comments to next meeting.

ACTION: NT

316/14 **Invoices** – GW proposed the payment of the following invoices. This was seconded by DP and agreed unanimously.

J Ford (Village Maintenance)	£247.97 (Highways Act 1980 s 43.50)
D Potter (stamps)	£35.00 (LGA 1963 s5)
VA-L Trading (Payroll)	£2317.32 (LGA 1963 s5)
L Hoff (Petty Cash)	£6.93 (LGA 1963 s5)
L Hoff (Contribution to utilities)	£20.00 (LGA 1963 s5)
J Macintyre (Lakeland Slate plaque)	£380.00 (Road Traffic Regulation Act 1984 s72)

317/14 **Part Two** – There was no Part Two

318/14 **The next Parish Council meetings are confirmed as –**
Full Council meeting will be held on Monday 13th April 2015 at 7.30pm
Planning Committee meeting on Monday 13th April 2015 at 7.15pm
Finance Committee meeting on Tuesday 21st April 2015 at 6.30pm
Annual Parish Meeting on Monday 20th April at 7.30pm
All meetings are held in the Recreational Centre, Holywell Lane

319/14 **Chairman closed the meeting at 9.25 pm.**

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