

**SHADWELL PARISH COUNCIL**  
**Minutes of the Council Meeting of the Council held on**  
**Monday 13<sup>th</sup> April 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
Geoffrey Wilson (GW)	01132737164

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

In attendance –PCSO Susan Broadwell, a member of the public and the Clerk.

320/14 The Chairman opened the meeting at 7.30pm. Apologies were received from Cllr Macintyre. The Chairman offered thanks to Robert Dyson, who had worked tirelessly for the Parish Council for 12 years. The Parish Council approved Mr Vickerman’s absence from the Council for six months, due to ill-health and looked forward to welcoming him back in May.

321/14 **Minutes** – GW then proposed and DS seconded the minutes for 9<sup>th</sup> March 2015 be approved and signed. All agreed and the Chairman signed the minutes.

322/14 **Declarations of Interests** – There were no declarations of interest.

323/14 **Crime Report for period 1<sup>st</sup> – 31<sup>st</sup> March** from PCSO Broadwell–

**Criminal Damage x 1; Burglary Other x 1; Burglary Dwelling x 1; Make off without payment x 1**

**Criminal Damage – 1st - Shadwell Park Avenue** – over a period, susp/s unknown cause damage to vehicle by scratching along vehicle, front grill damage.

**Burglary Other – 5<sup>th</sup>/6<sup>th</sup> – Gateland Lane** – susp/s force garage door, steal bikes x 2

**Burglary Dwelling – 6<sup>th</sup> 18.55hrs – Blind Lane** – susp/s jemmy gate lock, attempt jemmy window then smash glass and bend frame, activating alarm; make tidy search, no property taken.

**Make off without payment – 10<sup>th</sup> 23.47hrs – Gateland Lane** – susps x 2 hire taxi to Gateland Lane; make off down cul-de-sac without paying fare £9.

PCSO Broadwell was advised that reports had been received of dogs being stolen for ransom on Path 102. PCSO Broadwell asked that the police be alerted immediately.

*The Chairman thanked PCSO Broadwell for attending.*

324/14 **The Crime Prevention Panel** – The Clerk read out the report, asking for volunteers to join the panel. Details from Maureen Brewer.

325/14 **Questions from members of the public**

There were no members of the public present.

326/14 **Current items outstanding to include the Clerk’s Report**

i. **Potholes** - The Clerk advised that potholes outside 117/119 Main Street had been reported.

ii. **Bin at Bottle Bank (299ii/14)** – NT reported that he had attended a meeting with JM and Jessica Hodgson from LCC regarding the bins and signage. It appears that LCC are unable to provide a bin more fit for purpose at the bottle banks but the signs reminding people of the penalties for leaving litter, which were too high and the lettering too small to read, would be replaced with bigger, better-placed signage. He went on to confirm that he had purchased a best-in-range CCTV camera, with a wide angle of view, which would be installed on the pole with the existing camera. NT would arrange for this to be installed and would contact the Clerk for authorisation when the cost was known. If anyone was seen leaving rubbish, the CCTV footage would be checked and the Parish Council would decide on what action to take.

**ACTION: NT**

He continued his meeting with Ms Hodgson with a walk around the village. It was noted that the gutters had not been cleaned during the winter and many hedges were growing over the footways, particularly in Holywell Lane. The Clerk was to report.

**ACTION: Clerk**

iii. **Noticeboards (299iv/14)** – In the absence of JM, this item would be carried forward to the next agenda.

iv. **Dan Quarry** – NT reported on his meeting with James Jessun, LCC Woodlands Manager. The reports are attached to these minutes as appendix 1. NT stressed that the scouts should be invited to help in the restoration.

v. **Parish Council Surgery (313/14)** – The Clerk confirmed that the residents' queries were answered.

vi. **CIL (311/14)** – DP advised that the Clerk had been sent the contact details of the owners of the field in Hobberley Lane and would make contact before the next meeting. The Clerk advised that a response concerning the footway from the bridge to Wetherby Road was due 17<sup>th</sup> April 2015.

327/14 **Mission Statement and 12 Month Plan** – It was agreed to wait until the May meeting to see whether the three vacancies had been filled.

328/14 **Holywell Lane Playground** – NT handed out the minutes from the recent Playground Committee. It was noted that the majority wanted the hawthorn and blackthorn whips removed, before an accident occurred. It was agreed that it was a shame to remove all, as they had been a gift from the Woodland Trust. It was suggested that some should be used to replace those that had not survived at the bus terminus. NT agreed to meet Mr Vickerman, to see which could be used.

**ACTION: NT**

329/14 – **Village Maintenance Working Group**. It was agreed to alter the Working Group to a Committee with DP, KP and NT as the Council members and Geoff Turnbull as a non-voting member. The first meeting was to be held on 1<sup>st</sup> June 2015 at the Recreation Centre, with a start time of 6.30pm. The Clerk to arrange. The Terms of Reference were accepted.

**ACTION: Clerk**

330/14 **Speed Feedback Unit** – The Clerk advised that a response was due from Highways on 16<sup>th</sup> April 2015.

331/14 **Banks Community Fund** – It was agreed that the Parish Council would not be eligible for a grant from the fund. The Clerk was instructed to forward details to the Library Committee and the Recreation Centre.

**ACTION: Clerk**

332/14 **Planned Highway Maintenance Programme** – it was noted that work had started on the resurfacing of Shadwell Lane. Highways advised that the associated kerbing and footway work would take approximately six weeks followed by resurfacing of the carriageway, to start beginning of June. The limits would be Wike Ridge Road/Roundhay Lane to beyond Emville View. Main Street will be patched followed by a surface dressing programme, which will be completed by the end of August.

333/14 **Parish & Town Council Forum and Seminar Survey** – Members received the minutes from the recent meeting and completed the survey. The Clerk was instructed to return the completed survey to LCC.

**ACTION: Clerk**

**334/14 Outer North East Parish and Town Council Meeting**

It was noted that the meeting due on 23rd April 2015 had been postponed until after the elections.

335/14 **Asset Register** – The Council received the amended Asset Register and noted that there had been two additions – the CCTV at the Shed and the Jubilee Flowerbed and plaque, making the total value of the assets £18832.

336/14 **Street Lighting Switch Off** – Members received the list of lights to be switched off from midnight to 5am. It was agreed the list should be posted on the website. DP advised that some of the black lampposts had been repainted.

337/14 **Newsletter Delivery** – The Clerk was instructed to contact JM and Robert Dyson to see whether they would continue to deliver newsletters until replacements for their rounds were found. DS agreed to assist DT with the Shadwell Parks delivery until someone could take over. JM would also be asked to stay on as editor of the newsletter.

**ACTION: Clerk**

338/14 **Annual Parish Meeting** – It was agreed to use the display boards from the Library, as well as the Parish Council boards, stored at the Recreation Centre. The Clerk advised that she would arrive at 6.30pm on 20<sup>th</sup> April to open up and start putting out chairs, tables and displays. Members would arrive as soon as possible after 6.30pm. DP was to purchase the wine and NT would provide the glasses. The Clerk was instructed to purchase the Velcro for the displays. Members were asked to advertise the APM as much as possible.

**ACTION: All**

339/14 **Planning** – DS reported on one planning application for a small extension – **P/15/01645/FU** - 5 Hastings Court, Shadwell to which the committee had offered no objection. A letter had been received with plans for the land to the south of Main Street, opposite numbers 1 – 43, asking for the Parish Council's support. DP asked for a proposer for the scheme but none was forthcoming. The Clerk was instructed to write to Mr Ross with the Council's decision.

**ACTION: Clerk**

340/14 **Finance** – i. **Bank Account** – DP advised that she had spoken to a Barclays Business banker who stated there was nothing on their system. She agreed to telephone the managers at the Moortown and Leeds branches to see what is occurring.

341/14 **Highways** – **Parking outside the School Working Group** – The Terms of Reference were accepted. GW agreed to organise a meeting of the Working Group.

**ACTION: GW**

It was noted that LCC Highways had reinstated the verge in Hobberley Lane.

342/14 **Footpath from Wainscott Cottage to Red Hall woods, Shadwell** – Members received an update on the application to add the footpath to the Definitive List, plus notes from David Lindley's files, via Mr Dyson.

343/14 **Trees** – The Councillors received the comments from two residents of Shadwell Park Gardens concerning the large trees outside their homes. The Clerk advised that she was awaiting a response from John Stevens, LCC Forestry Manager but would chase.

**ACTION: Clerk**

344/14 **Risk Assessment** – As JM was absent, the risk assessment was not signed. Mr Vickerman was asked to take over the role from May. The Clerk was instructed to post out the risk assessment check list to Mr Vickerman.

**ACTION: Clerk**

345/14 **Neighbourhood Planning** – The membership of the Steering Group was reviewed. Peter Baker was sending a statement of his costs and the Council needed to be aware that there could be invoices for £1000s to come out of reserves, if no further grants were obtained. The Clerk was instructed to contact the secretaries of various local organisations to ascertain the use of their facilities.

**ACTION: Clerk**

All Councillors had received the first draft, which would go to consultation once Ian Mackay, LCC had studied the document and sent back his comments.

Members were asked to suggest locations for benches and suggested by the Shadwell Stone; at the top of Dan Quarry; Near Shadwell Parks and in the churchyard.

### 346/14 Reports from Council Representatives on Local Committees and Forums

i. **Shadwell in Bloom** - The SIB Tuesday Work Group has focussed for several weeks on getting the village spic and span for the Judging for the Yorkshire in Bloom Competition held on Friday 10<sup>th</sup> April. For this, Debbie Potter and Jean Pick accompanied the Judges on a tour of Shadwell to view our flower beds and with strategic stops to meet other SIB Team Members at Dan Quarry, the SPC allotments, Holywell Park, the Village Hall, the Community Herb Beds and Shadwell Primary School. Some time was spent at each of these locations to highlight the depth of our involvement spreading throughout the village. In addition taking in the Garden of Remembrance never ceases to impress via the efforts of Celia Wroe and Richard Wells.

ii. **Shadwell Independent Library and Arts Centre (DT)** History of Barnbow took place in March - interesting talk, well attended. March/April Story Time ongoing. Children attending have been very young. A coffee morning for parents with young children might be more appropriate. Liz Parrish had agreed to take on the administrative role, initially for 6 months. Work for Festival republic is ongoing again this year. The draw for tickets is 11th April.

Building work. A schedule of works for initial building work has been written. Quotations were received from four contractors. The Committee has provisionally agreed a contractor subject to further information. The Library building will be closed during renovation work.

Green Eco Hub/British Gas Funding. Possibility of £6000 grant funding for eco improvements. A BG surveyor will visit the building and make an assessment as to if there are any possibilities.

347/14 **Parish Council Surgery** – DT and GW hosted the surgery on 6<sup>th</sup> April 2015 and had two visitors who commented on the problems of parking outside the school and sent their thanks to Shadwell in Bloom for making the village look so lovely.

TV & GW offered to host the surgery on Saturday 2<sup>nd</sup> May 2015

### 348/14 Correspondence –

**Email from LCC** – Tour de Yorkshire information – noted

### 349/14 Items for next agenda Items for next agenda and urgent items which have arisen since publication of agenda –

The Council had been notified of overgrowing bushes at the corner of Blind Lane. NT was asked to call on the resident to offer help.

#### **ACTION: NT**

**Path 102 – cost of repair** - NT advised that Rosie Watts had changed roles and suggested that the Clerk contact James Jesson for the information.

#### **ACTION: Clerk**

The Chairman advised that only six people, all current councillors, had put their names forward to become Councillors and had therefore been returned unopposed. This meant that there were three vacancies for ordinary co-option and the Chairman asked Councillors to advertise this fact. The Clerk was instructed to contact those who had previously expressed an interest in joining the Council.

#### **ACTION - All**

350/14 **Invoices** – GW proposed the payment of the following invoices. This was seconded by DS and agreed unanimously.

J Ford (Village Maintenance)	£192.00 (Highways Act 1980 s 43.50)
Ripon Farm Service (Village Maintenance)	£436.00 (Highways Act 1980 s 43.50)
Bardsey Landscapes (PPP)	£180.00 (Highways Act 1980 s 43.50)
L Hoff (Petty Cash)	£11.61 (LGA 1963 s5)
L Hoff (Contribution to utilities)	£20.00 (LGA 1963 s5)
J Macintyre (newsletters)	£246.00 (LGA 1982 s142)
Recreation Centre (room hire)	£110.00 (LGA 1972 s 133)
Ridings (photocopying)	£21.58 (LGA 1963 s 5)
YLCA (training)	£115.00 (LGA 1972 s 175)
M&J Nurseries (bedding plants)	£59.94 ((Highways Act 1980 s 43.50)
YLCA (membership)	£498.00 (LGA 1963 s5)
Shadwell Independent Library Limited (grant)	£3000.00 (LGA 1972 s139 (3))

351/14 **Part Two** – There was no Part Two

352/14 **The next Parish Council meetings are confirmed as –**

Annual Meeting of Council will be held on Monday 11<sup>th</sup> May 2015 at 7.30pm

Planning Committee meeting on Monday 11<sup>th</sup> May 2015 at 7.15pm

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

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

353/14 **Chairman closed the meeting at 9.18 pm.**

**Signed..... Dated.....**