

SHADWELL PARISH COUNCIL
Draft Minutes of the Council Meeting of the Council held on
Monday 15th August 2016 (subject to confirmation)

Chairman – Debbie Potter (DP) (Present)	01132657575
Keith Pickford (KP) (Apologies)	0113273701
Norman Taylor (NT) (Apologies)	01132737393
Denise Trickett (DT) (Present)	07850283529
Vidya Venkatesh (VV) (Apologies)	07888734464
Ted Vickerman (TV) (Present)	01132738242
Geoffrey Wilson (GW) (Apologies)	01132737164

Telephone Clerk: 01132037662
Email: clerk@shadwell-parish-council.org
Website: www.shadwell-parish-council.org
Village website: www.shadwellvillage.co.uk

In attendance –PCSO Chris Barrett and the Clerk.

93/16 Apologies for absence were received from Cllrs. KP, NT, TV, VV and Ward Cllr Ryan Stephenson and approved. The Chairman opened the meeting at 7.00pm.

94/16 **Minutes** – The signing of the July minutes was carried forward to the next meeting, as there were not three councillors present who had been at the previous meeting.

95/16 **Declarations of Interest** - There were no declarations of interest.

The Chairman suspended the meeting at 7.02pm

96/16 **Crime Report** – PCSO Barrett reported the following crimes for July 2016 –

1 Hate Crime - Ash Hill Drive – 31 July at 11.30pm = Six to eight youths aged approx. 18 years old threw eggs at a house in Ash Hill Drive. This was the fourth occurrence in 18 months.

PCSO Barrett also advised of five cases of graffiti in the village. He mentioned that the police could do nothing about cars for sale in lay-bys but to report to LCC.

97/16 **The Crime Prevention Panel – Outer North East Leeds** – No report received this month.

The Chairman thanked PCSO Barrett for attending and reconvened the meeting at 7.07pm

98/16 **Current items outstanding to include the Clerk's Report**

- i. **Potholes** – The Clerk confirmed that the potholes had been reported. DP reported two on the Strickland Avenue/Strickland Close junction.
- ii. **Noticeboard at the Library (68iii/16)** – DP confirmed that this had been repaired.
- iii. **Parish Council Suggestion Box (68vii/16)** – DP produced a box to be placed in the Library.
- iv. **Triangle of Land at Cricketers View (71/16)** – DP confirmed that the contractor had cleared the triangle of land.
- v. **YLCA Training Programme (74/16)** – The Clerk advised members that all the training courses were now filled but Shadwell Councillors names were down for the next tranche.

99/16 **Holywell Lane Conservation Area** – an email had been received from Matt Bentley, LCC Conservation Officer, advising that the request would go to the next LCC Planning meeting. The Parish Council would start working on the application in September.

100/16 **Permit Parking for Manor Court** – A reply had been received from Nick Borrás, Highways Dept., stating that LCC would not consider permit parking in this road. The Clerk was instructed to send a copy of the email to the residents of Manor Court, asking what action they would like the Parish Council to undertake next. A letter was also to go to the residents of Church Farm Garth.

ACTION: Clerk

101/16 **Proposed Free School, Roundhay Park Lane** – DP, DT and GW attended a site meeting earlier that afternoon when it was agreed that the site was not suitable for a school. The Parish

Council was asked to send a draft letter to Cllr Robinson underlining the members' views.

ACTION: DP

102/16 **2016 Electoral Review of Leeds – Start of Ward Patterns Consultation** – It was agreed that all Councillors should go online to read the review and send their comments through to the Clerk.

ACTION: All Councillors

103/16 **Severe Weather** – The Clerk was instructed to ascertain the cost of a small grit bin to go outside the Library and report back to the next meeting. A contract for snow clearance was to be sent to KP.

ACTION: Clerk

104/16 **Annual Return** – the completion of the review was received and the appropriate action taken.

105/16 **WYCA Transport and Bus Strategy Consultation** – All Councillors were expected to go online to read the consultation before the September meeting and bring their comments to be discussed.

ACTION: All Councillors

106/16 **Review of Equal Opportunities Policy** – DP proposed that the Equal opportunities Policy be accepted with no amendments. This was second by DT and agreed unanimously.

107/16 **Delivery of newsletters** – Members asked that their thanks should be recorded to Denise Simpson and Robert Dyson for their help in delivering the newsletters. It was noted that Elizabeth Pearson has volunteered to help with future deliveries. The next newsletter would be prepared for delivery in November.

108/16 **Planning -**

Due to the Planning meeting not being quorate DP proposed that the recommendations of the Committee be accepted. This was seconded by GW and agreed unanimously.

RESOLVED: to accept the recommendations of the Planning Committee

DT reported on two planning applications -

16/03804/FU/NE – 24 Ash Hill Gardens -Single storey side extension with rooms in roof space

No objection

16/03914/FU/NE - 2 Gateland Lane - Attached garage to side/rear

No objection but the Committee would like to know whether the pump house building, which is to be removed, is of any historical architectural/heritage interest.

iii. **16/02002 – Beechwood Farm, 127 Main Street** – the reply from Planning Enforcement, concerning the premature demolition of the farm building, had been received.

iv. **Proposed Travellers Site, Coal Road** – DP reported on the planning application. The Clerk confirmed that the Parish Council's comments had been sent to Martin Elliot, LCC.

109/16 **Finance**

- i. Members received the report from DP and had no queries
- ii. Members received the Quarter 1 budget and accounts and noted that there were no reasons for concern.

110/16 **Highways**

Carr Lane – A reply had been received from Nicholas Hunt, Highways Dept. DP still required a site visit to be arranged with Mr Hunt, as it was felt that Highways had not taken into account the difficulties and danger of the school bus, tractors and trailers and lorries turning left onto the A58 from Coal Road. DP was to arrange the meeting and advise Cllr Robinson.

ACTION: DP

111/16 **Public Rights of Way**

- i. **Path 102** – It was agreed to carry this forward to the September meeting, so NT could be present.
- ii. **Parish Paths Partnership** – DP advised that she had had a site visit with Liam Dunne, Emerald Garden Maintenance, who had agreed to undertake the Parish Paths Partnership work. He hoped to start the week beginning 22 August, weather dependent.

112/16 **Risk Assessment** – As KP not present, the risk assessment for July was not received.

113/16 **Neighbourhood Planning** – DP advised that next meeting of the Steering Group was due to be held in November. DP and DT were to study the draft Neighbourhood Plan to ensure the proposed school site was addressed.

Action DP/DT

114/16 **Parish Council Surgery** – i. GW hosted the surgery and had one visitor, asking about road mirrors for Church Farm Garth and regarding the proposed double-yellow lines for Church Farm Garth. The Clerk was instructed to reply.

ACTION: Clerk

GW to be asked to host the surgery on Saturday 3rd September 2016.

115/16 **Correspondence (Previously copied to Cllrs)**

i. **Email from Ruth Mitchell concerning the proposed double-yellow lines at Church Farm Garth** – comments were noted and the Clerk was instructed to reply

ii. **Email from the Recreation Centre, thanking the Parish Council for the grant** -noted

iii. **Email from East Leeds Extension Consultation Update - July 2016** – the details were received and noted

iv. **Email from Leeds Community Trust** – the Clerk was instructed to advise the Trust that grants were only awarded to organisations within the parish.

ACTION: Clerk

116/16 **Questions from members of the Public** – There were no members of the public still present.

117/16 **Items for next agenda Items for next agenda and urgent items which have arisen since publication of agenda** – DP advised that the developers would not allow scaffolding to be erected at the back of the Library, to undertake the repairs to the roof, until the remaining two houses had been sold.

DP requested that funding for the Library ceiling be added to the next agenda. She stated that Pam Hargreaves was forging ahead with the Shadwell Parish Council café and also a Dementia-friendly café. Thanks were to go to Pam, as this would not have happened without her. DP also reminded members that newspapers would be provided, as soon as the café was open.

An urgent email had been received from Cllr Procter, advising of the Emmerdale s106 funding that was available. The Clerk was instructed to email the Harewood Clerk, asking that a request for the surfacing of rest of the Bridle Path to be included and also the cost of chicanes on Path 102. The Clerk was also to advise local organisations.

ACTION: Clerk

118/16 **Invoices** – DP proposed the payment of the following cheques. This was seconded by DT and agreed unanimously.

144	Print Ideas Ltd (newsletter)	£177.00 (LGA 1982 s142)
145	L Beales (Admin assistance)	£50.00 (LGA 1982 s142)
146	J Ford (Village Maintenance)	£84.00 (Highways Act 1980 s 43.50)
147	L Hoff (petty cash)	£41.81 (LGA 1963 s5)
147	L Hoff (contribution to utilities)	£20.00 (LGA 1963 s5)
148	B Jordan Library grant)	£132.99 (LGA 1972 s139 (3))
149	PKF Littlejohn (audit)	£360.00 (Audit Commission Act 1998)
150	D Potter (postage stamps)	£34.08 (LGA 1963 s5)
151	Redhall S.S. (petrol for mower)	£12.21 (Highways Act 1980 s 43.50)
152	Rock Salt.com	£137.40 (Highways Act 1980 s 43.50)
153	YLCA (booklets)	£5.90 (LGA 1963 s5)
DD	PWLB (loan)	£1689.32 (LGA 1972 s13)
S/O	VA-L Trading (payroll)	£636.63 (LGA 1963 s5)

119/16 **Part Two** – There were no members of the public or the Press present.

120/16 **The next Parish Council meetings are confirmed as –**

Full Council meeting will be held on Monday 12th September 2016 at 7.00pm

Planning Committee meeting on Monday 12th September 2016 at 6.30pm

Finance Committee meeting on Monday 24th October 2016 at 7.00pm

Village Maintenance Committee meeting on Monday 24th October 2016 at 6.30pm

4-Year Plan Working Group meeting – tba

All meetings are held in the Recreational Centre, Holywell Lane

121/16 **Chairman closed the meeting at 8.10pm.**

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