

SHADWELL PARISH COUNCIL
Draft Minutes of the Council Meeting of the Council held on
Monday 10th October 2016 (subject to confirmation)

Chairman – Debbie Potter (DP) (Present)	01132657575
Keith Pickford (KP) (Present)	0113273701
Emma Stapleton (ES) (Apologies)	07894 386860
Norman Taylor (NT) (Present)	01132737393
Denise Trickett (DT) (Present)	07850283529
Nirmal Tulma (NT2)	07894908012
Vidya Venkatesh (VV) (Apologies)	07888734464
Ted Vickerman (TV) (Present)	01132738242
Geoffrey Wilson (GW) (Present)	01132737164

Telephone Clerk: 01132037662

Email: clerk@shadwell-parish-council.org

Website: www.shadwell-parish-council.org

Village website: www.shadwellvillage.co.uk

In attendance – the Clerk.

153/16 Apologies for absence were received and approved from Cllrs. Stapleton, Tulwa and Venkatesh. The Chairman opened the meeting at 7.00pm.

154/16 **Minutes** – DT then proposed and TV seconded the minutes for 19th September be approved and signed. The Chairman signed the minutes.

155/16 **Declarations of Interest** - There were no declarations of interest.

There were no members of the public present.

156/16 **Crime Report** – PCSO Barrett had sent a report for following crimes in September.

SHADWELL VILLAGE CRIME FIGURES FOR 01/09/2016 – 30/09/2016

05/09/2016 – THEFT FROM VEHICLE – GATELAND LANE.

SUSPECT/S APPROACH VEHICLE AND GAIN ENTRY BY UNKNOWN MEANS, SUSPECT/S MAKE SEARCH INSIDE VEHICLE AND INSIDE BOOT, SUSPECT/S REMOVE ITEMS THEN MAKE OFF UNSEEN IN UNKNOWN DIRECTION.

05/09/2016 – THEFT FROM VEHICLE – BRANDON VIEW.

SUSPECT APPROACHES UNLOCKED VEHICLE ON DRIVEWAY, SUSPECT IS SEEN ON CCTV TO ENTER THE VEHICLE, REACH IN AND REMOVE PROPERTY, SUSPECT THEN LOOKS IN THE BOOT AND NOTHING REMOVED, SUSPECT MAKES OFF UNSEEN IN UNKNOWN DIRECTION.

21/09/2016 – THEFT FROM DWELLING – BRANDON VIEW.

SUSPECT/S APPROACH HOUSE AND REMOVE YORKSHIRE STONE FROM IT, MAKE OFF WITH SAME AFTER CONFRONTATION WITH VICTIMS FATHER.

157/16 **The Crime Prevention Panel – Outer North East Leeds** – No report was received

158/16 **Current items outstanding to include the Clerk's Report**

i. **Potholes** – The Clerk confirmed that the potholes had been reported using the new LCC system. This was done online and took much longer than an email to Highways and also did not generate a reference number. KP reported a sunken manhole cover near Minster View.

ACTION: Clerk to report

ii. **SLCC Roadshow (134/16)** – the Clerk reported that, as her first attendance, with fee was half price and she had also obtained a lift with one of the speakers.

iii. **WYCA Transport Consultation (135/16)** – It was noted that the Council's comments had been forwarded plus copied to Cllr Robinson.

iv. **Purchase of Wreath (140iii/16)** – the Clerk confirmed that the wreath had been ordered for delivery to DP the week beginning 24th October 2016.

v. **Village Maintenance (141/16)** – the Clerk confirmed that all the required work had been undertaken. The contractor was to clear footpaths in April and August each year.

vi. **Permit Parking in Manor Court (128ii/16)** – There was nothing further to report. The Clerk was instructed to request that Cllr Robinson was asked to send in a report on outstanding issues, whenever he was unable to attend a meeting.

ACTION: Clerk

v. **Proposed Free School, Roundhay Park Lane (131/16)** – It was noted that it had been reported in the press that this was on hold, with LCC looking elsewhere. The Clerk was instructed to ascertain whether this was correct.

ACTION: Clerk

159/16 **Review of Standing Orders** – the review had taken place and it was agreed that no amendments were necessary.

160/16 **Committee Membership** – It was agreed that NT2 should be asked to become a member of the Village Maintenance Committee.

161/16 **Christmas Lights** – It was agreed that the Clerk should ask Mark Savage and Ben Turner to install the Christmas lights, in time for them to be switched on at the beginning of December.

ACTION: Clerk

162/16 **Newsletters** – DP advised that the new delivery list would be emailed out. The newsletter should be ready at the end of October, for distribution late November. The Clerk was to send DP the suggested list of articles plus contact local organisations for details of any forthcoming events from December to March.

ACTION: Clerk

163/16 **Annual Return – Assertion 3 (Compliance with laws, regulations and proper practices)** - DP read out the assertion and it was agreed that the Parish Council followed all procedures.

164/16 **Training for New Councillors** – The Clerk reported that she had given the new Councillors basic training in their role, the role of the Clerk and the meeting procedures.

165/16 **Planning -**

- i. The minutes were received.
- ii. DT reported on one planning application –

16/05336/FU/NE – 22 Ash Hill Gardens

Two storey and first floor front/side extension and single storey rear extension - **No objection** although it was hoped that arrangements would be made regarding the footways and road access for residents during the period of building work.

iii. **Site Allocations Plan – Progress of the Outer North East HMCA** – the progress was noted.

DT advised of a planning update session to be held on 31st October at the Civic Hall. Councillors were invited to attend and should advise the Clerk by the end of the week, so that places could be allocated.

ACTION: All

DP advised that the empty shop in Main Street was to become a yoga and Pilates shop and studio. It was agreed that this should bring many benefits to the village. The Parish Council wanted to record that it fully supports the venture.

166/16 **Finance**

i. **Grit Bin for the Library** – DP proposed that the Parish Council purchase a small grit bin costing £59 + VAT for use by the Library. This was seconded by NT and agreed unanimously.

Action: Clerk to order

ii. **Signatory for Skipton Building Society** – It was agreed that NT should become the fourth signatory on the account. DP offered to collect the necessary forms from the Building Society, for completion.

ACTION: DP

167/16 **Highways – Carr Lane Closure** – DP advised that she was attending a meeting to be held on Thursday at the Library, with officers from Highways and members of Thorner PC. KP offered to attend. Following a lengthy discussion, it was noted that the meeting was only about the issue of the closure, as LCC were concerned at the number of fatalities on the A58/Carr Lane junction.

168/16 **Public Rights of Way**

i. **Path 102** – DP and NT had attended a useful meeting with Bob Buckenham from PROW. It had been agreed that a self-closing gate should be installed to allow access for wheelchairs and buggies but would keep any livestock safe. It was noted that the vandalised kissing gates could

have been used as self-closing. The Council was now awaiting a report from PROW as to size required and other details.

169/16 **Risk Assessment** – NT2 had completed the risk assessment for October, which was duly signed off by the Chairman. DT agreed to carry out the risk assessment in November and ES in December.

170/16 **Neighbourhood Planning** – It was noted that the next meeting of the Steering Group was on 8th November 2016. The membership remained unchanged.

171/16 **Reports from the Young People’s and Older Person’s Champions**

- i. **Young People** (NT) NT advised that he was to collude with NT2 on working with young people. NT2 had sent in a message that both he and ES would like to work towards finding more for those children and young people who did not enjoy sport. The Clerk was given names of contacts for him.
- ii. **Older People** (VV) VV had advised that there was nothing to report.

Reports from Council Representatives on Local Committees and Forums

- i. **Shadwell in Bloom** (NT) Report received.
- ii. **Shadwell Library Committee** (DT) Report received.

172/16 **Parish Council Surgery** – There had been no surgery in October, as the Library had been closed. GW agreed to host the surgery on Saturday 5th November 2016.

173/16 **Correspondence (Previously copied to Cllrs)**

Email from Pam Hargreaves, thanking the Council for paying for the food hygiene courses for the Library café.

173/16 **Questions from members of the Public** – There were no members of the public still present.

174/16 **Items for next agenda** ~~Items for next agenda and urgent items which have arisen since publication of agenda~~ - None

175/16 **Invoices** – GW proposed the payment of the following cheques. This was seconded by KP and agreed unanimously.

161	J Marsland (TV) (tree posts)	£15.52 (Highways Act 1980 s 43.50)
162	L Dunne (Village Maintenance)	£416.50 (Highways Act 1980 s 43.50)
163	J Ford (Village Maintenance)	£294.00 (Highways Act 1980 s 43.50)
164	C Renton (website maintenance)	£150.00 (LGA 1963 s5)
165	L Hoff (petty cash)	£20.55 (LGA 1963 s5)
165	L Hoff (contribution to utilities)	£20.00 (LGA 1963 s5)
166	L Hoff (SPC wreath)	£50.00 (LGA 1963 s5)
167	Shadwell Independent Library (grant)	£3000.00 (LGA 1972 s139 (3))
S/O	VA-L Trading (payroll)	£636.63 (LGA 1963 s5)
	TOTAL	£4603.20

176/16 **Part Two** – There was no Part Two.

177/16 **The next Parish Council meetings are confirmed as –**

- Full Council meeting will be held on Monday 14th November 2016 at 7.00pm
- Planning Committee meeting on Monday 14th November 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

All meetings are held in the Recreational Centre, Holywell Lane

178/16 **Chairman closed the meeting at 8.21pm.**

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