

SHADWELL PARISH COUNCIL

Draft Minutes of the Meeting of the Council held on Monday, 10th April 2017 (Subject to confirmation)

Chairman - Debbie Potter (DP) (Present)	0113 265 7575
Keith Pickford (KP) (Present)	0113 273 7013
Emma Stapleton (ES) (Present)	0789 438 6860
Norman Taylor (NT) (Present)	0113 273 7393
Denise Trickett (DT) (Present)	0785 028 3529
Nirmal Tulwa (NT2) (Apologies)	0789 490 8012
Vidya Venkatesh (VV) (Present)	0788 873 4464
Ted Vickerman (TV) (Apologies)	0113 273 8242
Geoffrey Wilson (GW) (Present)	0113 273 7164

Clerk: Mike Woods 0775 171 8483

Email: clerk@shadwell-parish-council.org

Website: www.shadwell-parish-council.org

In attendance - the Clerk.

328/16 Apologies for absence were received and approved from Cllrs Tulwa and Vickerman. The Chairman opened the meeting at 7:05pm

329/16 **Minutes** - ES proposed and KP seconded that the minutes of 13th March 2017 be approved and signed. The Chairman signed the minutes.

330/16 **Declarations of Interest** - There were no declarations of interest in any of the agenda items.

331/16 **Questions from Members of the Public** - None

332/16 **Crime Report** - The report read out at the Annual Parish Meeting on 3rd April 2017 was noted.

333/16 **Current Items Outstanding including the Clerk's Report:**

- i. **Potholes** –Members reported new occurrences outside nos. 1 & 4 Strickland Avenue and in Manor Court.
Action: Clerk to report to LCC.
- ii. **Trees at entrance to Cricketers View (302iv/16)**–Clerk confirmed that a diary note has been made to get trees cut back in the autumn.
- iii. **Avon Court parking (303/16)**–ES & DP reported that discussions had been held with the owner of RebelS17 and with the landlord at the Red Lion about parking issues. Agreed to monitor and review at next meeting.
- iv. **Parish Website (304/16)** - ES reported that Amy Shaw had offered to help with modernising the website and that the next step would be to develop a proposal to present to members. Clerk to provide list of Government-approved ISP providers to ES. Any suitable local news stories and/or photographs should be passed to ES for posting onto the Facebook page.
Action: ES and Clerk.
- v. **Laptop for use by Parish Clerk (313ii/16)**–the Clerk reported that a suitable laptop and Office 365 annual subscription had been purchased and that all data had been transferred successfully.
- vi. **P102 Gate and fencing at Ring Road(315/16)**–NT to approach John Gostling. A site visit may be appropriate.
Action: NT
- vii. **Children's Playground (322/16iii)**–Clerk has reported to Gill Knowles. ES reported that moss growth is now also a problem.
Action: Clerk to follow up with Gill K./LCC.

- 334/16 **Assets of Community Value**—List reviewed. Agreed to remove school and add the parade of shops opposite the Red Lion.
Action: Clerk to feed back to Jeremy Thompson
- 335/16 **Grant Schemes for Electric Vehicle Charging Infrastructure** - The schemes relate to vehicle charge points at domestic properties. Agreed to link to website and Facebook page.
Action: Clerk/ES
- 336/16 **Annual Parish Meeting**—Generally considered a successful event but numbers were down slightly on last year. Suggestions for next year included avoiding Easter holidays, holding the event in the village hall and better publicity, beginning in November newsletter.
- 337/16 **Raising Fraud Awareness**—ES volunteered to be liaison councillor for raising awareness of fraud in the village.
- 338/16 **Insurance Quotations**—The Clerk reported that three quotations had been received and that the quotation from Hiscox’s provided broadly the same level of cover as now but was considerably cheaper than the other two quotes. The Clerk recommended that the lowest quotation be accepted with “lock-in” for three years to benefit from an extra 5% discount. Proposed by VV, seconded by ES; agreed unanimously.
- 339/16 **Asset Register**—Minor amendments suggested; to be reconsidered at next meeting.
- 340/16 **Cinema in Shadwell** - ES reported on plans led by Simon and Amy Shaw to establish a monthly cinema club in the village. Set up costs will be significant and options for funding are currently being considered.
- 341/16 **4-Year Plan Working Group**—Clerk to review minutes from 29th March and to circulate.
Action: Clerk
- 342/16 **Planning:**
- i. **Planning Minutes** - The minutes of the February 2017 meeting were received;
 - ii. **Recent Planning Applications**—DT reported on two recent applications:
 - 112 Main Street – objection lodged by nearby resident to proposed extension. Potential impact not clear from plans. Site visit to be sought.
 - 2 Shadwell Park Avenue – retrospective application. Objection to be lodged on the grounds that the appearance is out of character with the surrounding properties.
- 343/16 **Finance**
- Shadwell Tennis Club Resurfacing of Courts**—the Clerk reported that a business case, background information and quotes had been received. Referred to Finance Committee for further consideration.
- 344/16 **Public Rights of Way**
- i. **Public Paths Partnership** – DP reported that funds may be available to repair the two broken stiles.
 - ii. **Emerald Garden Maintenance** have been asked to clear the paths. NT reported that clearance appears to be underway.
 - iii. **Land/path from Ash Hill Drive to Main Street** – proposal to stop or divert the footpath to allow for extra parking opposed. Clerk to report back to Cllr Robinson
Action: Clerk
- 345/16 **Risk Assessment** – March completed by NT(2) no issues and return duly signed off by Chairman. Next assessments: April: VV; May: DT; June: DP.
- 346/16 **Older Persons’ Champion** - Report received from VV and noted.

347/16 Reports from Council Representatives on Local Committees and Forums:

Reports from Shadwell in Bloom and Shadwell Library Committee were received and noted.

348/16 Parish Council Surgery - NT(2)'s e-mailreport on 01/04/2017 surgery noted. Clerk to contact Emerald Garden Services regarding additional grass cutting. GW to attend next surgery on 6th May.
Action: Clerk & GW

349/16 Correspondence:

- i. Letters of thanks for grants—received from Horticultural Society and St Paul's Church noted.
- ii. Letter from outgoing clerk – received and complimentary comments noted.

There were no members of the public present to ask questions or make comments.

350/16 Urgent items arising since publication of the agenda and Councillors' questions.

- i. **Water pipe at junction of Holywell Lane and Bridle Path lane** –Apparently leaking again.
Action: Clerk to report to Yorkshire Water

351/16 Items for next agenda - New village maintenance contractor, Avon Court parking, asset register.

352/16 Invoices - GW proposed the payment of the following items. This was seconded by ES and agreed unanimously.

<u>INVOICES TO BE PAID</u>			10th April 2017
209	C Renton (data migration)	£82.50	(LGA 1972 s111)
209	C Renton (software installation)	£25.00	(LGA 1972 s111)
210	L Hoff (petty cash)	£9.90	(LGA 1972 s111)
211	L Hoff (April payroll)	£233.79	(LGA 1972 s111)
212	L Hoff (laptop computer)	£610.80	(LGA 1972 s111)
213	VA-L Trading (payroll)	£68.20	(LGA 1972 s111)
214	Office Depot (stationery)	£1.98	(LGA 1972 s111)
214	Office Depot (stationery)	£9.00	(LGA 1972 s111)
215	J. R. Sheret (newspaper for library)	£63.44	(LGA 1972 s142)
216	YLCA (Annual subscription)	£537.00	(LGA 1972 s143)
217	M S Woods (contribution to utilities)	£20.00	(LGA 1972 s111)
217	M S Woods (petty cash)	£37.35	(LGA 1972 s111)
217	M S Woods (Office 365 annual subs.)	£113.76	(LGA 1972 s111)
218	Redhall Service Station (fuel for power tools)	£24.47	(LGA 1972 s111)
219	Richard Hicks (Grant - car park repairs)	£250.00	(HA 1980 s50)
S/O	VA-L Trading (payroll)	£448.12	(LGA 1972 s111)
TOTAL		£2,535.31	

353/16 Part Two - there were no confidential items.

354/16 The next Parish Council Meetings are confirmed as follows:

Finance Committee Meeting, Monday, 24th April at 7:00pm
Planning Committee Meeting, Monday, 8th May at 6:30pm
Annual Meeting of Council and Full Council Meeting, Monday, 8th May at 7:00pm

355/16 The Chairman closed the meeting at 8:17pm.

Signed _____ Dated _____