

SHADWELL PARISH COUNCIL

Draft Minutes of the Meeting of the Council held on Monday, 12th June 2017 (Subject to confirmation)

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

The meeting opened at 7:05pm

35/17 **Apologies for Absence** – apologies received and accepted from DT, ES, KP & VV.

36/17 **Minutes** - The minutes of the Annual Meeting of the Council held on 8th May 2017 were approved and signed.

37/17 **Declarations of Interest** - There were no declarations of interest.

38/17 **Questions from Members of the Public** – None present

39/17 **Crime Report**

- i. The report provided by PCSO Barratt for May which listed two burglaries in Gateland Lane and the thefts of shrubs from village flowerbeds was noted.
- ii. Concerns raised regarding large vehicle apparently abandoned in entrance to field opposite Wainscott Cottage, Whin Moor Lane.
Action: Clerk to report to PCSO Barratt.
- iii. It has been reported that bottles of milk are regularly being stolen from doorsteps around the village.
Action: Clerk to report.

40/17 **Current Items Outstanding including the Clerk's Report:**

- i. **Potholes** – no new potholes have been reported in the month.
- ii. **Thefts of Shrubs** – have been reported to Police.
- iii. **Avon Court Parking (10ii/17)** – the report of meeting held on 22nd May was noted, and further action discussed. Resolved:
 - a) to write to Highways for permission to put up signs stating: *“No parking, except for owners and residents”* in appropriate locations;
 - b) to request the agreed removal of double yellow lines outside the Post Office and between Avon Court and Holywell Lane be implemented; and
 - c) to seek LCC’s views on the establishment of a disabled parking bay and short stay parking bays outside the shops.
Action: Clerk to contact appropriate LCC departments.
- iv. **Grant Schemes for Electric Vehicle Charging Infrastructure (10vi/17)** – Link now on Facebook.
- v. **Grass Cutting (10vii/17)** – verges on Shadwell Lane approaching the village are in a poor state and need urgent attention.
Action: Clerk to contact LCC.

- vi. **Water Leak at Holywell Lane/Bridle Path Lane (10viii/17)** – Clerk confirmed repairs have been completed by Yorkshire Water. However, no apparent improvement.
Action: Clerk to report again.
- vii. **General Power of Competence (11/17)** – Guidance from YLCA is that General Power ceased at the Annual Meeting on 8th May 2017, and can only be renewed when new Clerk achieves appropriate qualification.
- viii. **Village Maintenance Committee** – 6:30pm start time on 19th June noted.
- ix. **Railings at junction of Main Street/Holywell Lane/Back Holywell Lane (29/17)** – Clerk confirmed that LCC have been asked to remove the railings.

41/17 **Social Media policy** – Clerk to review and recirculate. To reconsider at next meeting.

42/17 **Equal Opportunity Statement** – Policy reviewed and agreed without amendment.

43/17 **Newsletter** – Articles considered and approved. DP to check Lesley Beales availability and to forward articles to Clerk to collate and forward on. Aim to deliver at the beginning of July.
Action: DP & Clerk

44/17 **4-Year Plan Working Group** – ES not present; to consider at next meeting.

45/17 **LCC Polling District and Community Governance Review 2017** – Noted; no direct implications for Shadwell.

46/17 **Planning** – DP reported that three applications were considered this month:

- i. **112 Main Street** – Advice received from LCC that no grounds on which to object.
- ii. **44 Strickland Avenue** – Committee has resolved to object on the grounds that the proposed two-storey part of the extension would be intrusive.
- iii. **Crown lift to Sycamore tree adjacent to 27 Cricketer's View** – no objection.

47/17 **Finance**

- i. **2016/17 Accounts** – Clerk reported that accounts have been sent to External Auditor, posted on website and displayed on noticeboard. Statutory period for public inspection is 5th June 2017 to 14th July 2017.
- ii. **P3 Grant** – Clerk confirmed £350.00 received.
- iii. **Grants** - The following grants/donations were approved:
 - a) Library - £3,000.
 - b) Village Hall - £500.
 - c) Recreation Centre - £500.
 - d) Scouts - £500
 - e) Shadwell News - £250
 - g) St Paul's Church – £250
 - h) Shadwell Tennis Club (towards cost of refurbishing courts) - £1,800
- iv. **Transfer to Deposit Account** – Clerk to review and to prepare recommendation for next meeting.
Action: Clerk

48/17 **Highways**

- i. **White Lines at Gateland Lane** – Confirmed now reinstated.
- ii. **School Parking Issues** – DP reported on meeting held on 18th May 2017. Use of land within school boundary under consideration; LCC to undertake survey/feasibility study. Another meeting planned for the end of June.

49/17 **Public Rights of Way**

- i. **Public Paths Partnership** – nothing to report.
- ii. **P102 Gate and Fencing at Ring Road** – to ask Emerald Garden Maintenance to repair.
Action: Clerk

50/17 Village Maintenance

- i. **Colliers Lane Bench** – NT reported that bench has been made safe, but that further sanding down might be helpful. TV to check.
Action: TV
- ii. **Appointment of New Village Maintenance Contractor/Lengthsman** – agreed to advertise vacancy in next newsletter and in “Shadwell News”.
Action: DP to arrange.

51/17 Risk Assessment – DP has completed the assessment for June. Only new issue identified is that paint has rubbed off on parts of the bench near the Library. TV to investigate. NT(2) to do assessment in July.
Action: TV & NT(2).

52/17 Neighbourhood Planning – DP confirmed that LCC proposed site allocations are to be considered by independent inspector in the autumn.

53/17 Parish Website – ES not present; to consider at next meeting.

54/17 Young People’s and Older Person’s Champions – nothing to report. Agreed to remove as standing item.

55/17 Reports from Council Representatives on Local Committees and Forums

- i. **Shadwell in Bloom** – DP/NT reported that the beds have now been planted and the hanging baskets have been put up. Particular thanks to Martin Horne for all his help.
- ii. **Shadwell Library Committee** – DP reported that external painting has been completed and that damaged floorboards on the balcony have been repaired or replaced. A grant application has been made for the replacement of the ceiling.

56/17 Parish Council Surgery – NT(2) reported that no one attended the surgery on 3rd June 2017. GW volunteered to conduct the surgeries in July and August.
Action: GW

57/17 Correspondence – none received.

58/17 Questions from members of the public - None

59/17 Items for next agenda – Social media policy, parish website, village maintenance contractor/lengthsman and school parking.

60/17 Urgent items which have arisen since publication of agenda and Councillors’ questions -
DP reported that the street name signs at the junctions of Blind Lane/Gateland Lane and Gateland Lane/Winn Moor Lane have still not been replaced/repared. The signs are still there but the posts have collapsed.
Action: Clerk to report to LCC.

61/17 **Invoices** – Resolved that the following payments should be made:

225	L. A Hoff (remaining hours)	£43.18	(LGA 1972 s111)
226	VA-L Trading (additional hours clerk's training 06/05/17)	£93.49	(LGA 1972 s111)
227	M. S. Woods (reimbursement for stationery/postage)	£19.06	(LGA 1972 s111)
227	M. S. Woods (contribution to clerk's utilities)	£20.00	(LGA 1972 s111)
228	<i>Cheque cancelled</i>	-	
229	Yorkshire Local Councils Associations (training course)	£115.00	(LGA 1972 s111)
229	Yorkshire Local Councils Associations (books)	£13.26	(LGA 1972 s111)
230	Office Depot (printer paper)	£14.09	(LGA 1972 s111)
231	Shadwell Independent Library Ltd (annual grant)	£3,000.00	LG (Misc. Prov.) 1976 s19.3)
232	Shadwell Village Hall (annual grant)	£500.00	LG (Misc. Prov.) 1976 s19.3)
233	Shadwell Recreation Centre (annual grant)	£500.00	LG (Misc. Prov.) 1976 s19.3)
234	1st Shadwell Scouts Group (annual grant)	£500.00	LG (Misc. Prov.) 1976 s19.3)
235	Shadwell News (annual grant)	£250.00	(LGA 1972 s142)
236	St Paul's Church (grant towards costs of flower festival)	£250.00	LG (Misc. Prov.) 1976 s19.3)
237	Shadwell Tennis Club (grant towards refurb. of courts)	£1,800.00	LG (Misc. Prov.) 1976 s19.3)
DD	Yorkshire Water (Allotments)	£23.91	Highways Act 1980 s 43.50)
S/O	VA-L Trading (payroll)	£448.12	(LGA 1972 s111)

TOTAL

£7,453.44

62/17 **Part Two** – there were no confidential items.

63/17 **The next Parish Council meetings are confirmed as follows:**

Village Maintenance Committee – Monday, 19th June at 6:30pm.

Planning Committee – Monday, 10th July 2017 at 6.30pm.

Full Council – Monday, 10th July 2017 at 7.00pm.

All meetings are held in the Recreational Centre, Holywell Lane and are open to the public.

64/17 **The Chairman closed the meeting at 8:35pm.**

Signed _____ Dated _____