

SHADWELL PARISH COUNCIL

Draft Minutes of the Meeting of the Council held on Monday, 14th August 2017 (Subject to Confirmation)

Chairman - Debbie Potter (DP) (Present)	0113 265 7575
Keith Pickford (KP) (Apologies)	0113 273 7013
Emma Stapleton (ES) (Present)	0789 438 6860
Norman Taylor (NT) (Apologies)	0113 273 7393
Denise Trickett (DT) (Present)	0785 028 3529
Nirmal Tulwa (NT2) (Present)	0789 490 8012
Vidya Venkatesh (VV) (Apologies)	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 and three members of the public

The meeting opened at 7:10pm.

95/17 **Apologies for Absence** – apologies received and accepted from NT, KP, TV and VV.

96/17 **Minutes** - The minutes of the meeting of 10th July 2017 were held over to the next meeting because they had not been seen by some councillors.

97/17 **Declarations of Interest** - There were no declarations of interest.

The Chairman suspended the meeting at 7:15pm.

- 98/17 **Comments from Members of the Public** – concerns were raised about the following issues:
- East Leeds Orbital Road (ELOR)** – the impact the road and development would have on the village and surrounding areas and the adequacy of consultation by LCC.
 - The proposed Holywell Triangle Conservation Area** – whether conservation status is appropriate for an area with such mixed housing, and whether the conservation area would place unnecessary restrictions on individual home owners.
 - Roundhay Free School** – the potential impact of the proposed Roundhay Park Lane Site.
 - Junction of Bayhorse Lane and Main Street** – overgrown foliage causing danger to traffic.
 - Gullies on the north side of Main Street between Gateland Lane and Minster View** – have dropped and need repairing.
 - Bird Scaring** – questioning the need for “gunshot-type” bird scaring device(s) at this time of year, and the problems caused for dog walkers.

Agreed that items iv. and v. will be followed up by the Clerk and reported as necessary. DP to investigate item vi. The other matters would be considered later in the meeting.

The Chairman thanked the members of the public for their comments and reconvened the meeting at 7:35pm

99/17 **Crime Report**

- The monthly report from PSCO Barratt was noted. There were no reported crimes in the Shadwell area during July.
- Postal Scam** – a couple of incidents have occurred recently in surrounding villages where post has been stolen from external post boxes and used to fraudulently apply for credit cards in the home owner’s name. Agreed to publicise on website and Facebook and to prepare a notice to put up in the Library.

Action: Clerk & ES.

100/17 Current Items Outstanding including the Clerk's Report:

- i. **Potholes** – no new potholes have been reported in the month.
- ii. **Distraction Type Burglaries (70ii/17)** – warnings posted on website and Facebook; notice put up in Library.
- iii. **Vehicle in entrance to field opposite Wainscott Cottage, Winn Moor Lane (71iii/17)** – LCC have indicated that because the vehicle is on private land, no enforcement action can be taken.
- iv. **Avon Court Parking (71v/17)** – LCC have been contacted again. The relevant officer returns from leave on 15th August.
- v. **Pavement at Strickland Close** – now repaired.
- vi. **Water Leak at Holywell Lane/Bridle Path Lane (71vii/17)** – Yorkshire Water have attended again and have confirmed that there was no leak in the water main. However, water flow appears to have ceased. To monitor.
- vii. **Railings on Main Street between junctions of Holywell Lane and Back Holywell Lane (40ix/17)** – LCC officers have agreed that the railings no longer serve any useful purpose and are to arrange removal.
- viii. **East Leeds Orbital Road (69ii/17)** – Clerk confirmed that brief details of LCC consultation have been posted on website and Facebook. Wider discussion conducted following comments from members of the public; agreed that further representations should be made to LCC.
Action: Clerk to draft letter and circulate for comments.
- ix. **Dog Fouling in Holywell Lane play area (71ii/17)** – no further incidents have been reported. To monitor.
- x. **Broken kerbstone opposite 25 Main Street** – LCC's repair is of very poor quality. To report again.
Action: Clerk
- xi. **White Lines/Colliers Lane/Main Street (79ii/17)** – request for repainting has been submitted to LCC.
- xii. **P102 gate and fencing at Ring Road (80/17)** – still awaiting quote from Emerald Garden Maintenance.
Action: Clerk to chase.
- xiii. **Gullies Opposite Minister View (86i/17)** – blocked gullies have been reported to LCC.
- xiv. **Inappropriate use of quad bikes (86ii/17)** – PCSO Barratt made aware of issue. To monitor.

101/17 Trees

- i. **Trees in the grounds of Temperance Cottage and Old Hall** – villagers have reported concerns about the condition of trees in the grounds of these two premises. Resolved to write to occupiers suggesting checks by an arborist.
Action: Clerk.
- ii. **Trees between Hasting Court and Main Street** – LCC have confirmed that the trees are not on LCC land and advise that home owners should check their deeds and (if necessary) search the Land Registry to establish ownership. Comments already passed on to resident.

102/17 Outcome of Electoral Review – noted that 2019 parish council elections will not now be stand alone and that costs will be shared with LCC.

103/17 Financial Regulations – reviewed and minor amendments suggested.
Action: Clerk to circulate new version for consideration at next meeting.

104/17 Recreation Centre – no further progress.
Action: NT(2) & GW to lead and attend meetings as required.

105/17 Roundhay Free School – DP reported that LCC appear to be pursuing the Roundhay Park Lane option as the “least worst”. Resolved to write again to LCC expressing concerns particularly in regard to the loss of Green Belt and the impact of ELOR on traffic in the area.
Action: Clerk to prepare response.

106/17 Holywell Triangle Conservation Area – DT reported that the proposals were back with LCC, but no progress was likely until the relevant LCC officer returned from paternity leave in early autumn.

107/17 **4-Year Plan** – ES to write up plan and circulate draft for consideration at next meeting. Meeting of working group to be arranged thereafter.

Action: ES.

108/17 **Planning Committee Meeting 14th August 2017** – DT reported that three applications had been considered:

- i. **17 Ash Hill Lane:** two story/first floor & single storey front, side and rear extension – no objections.
- ii. **Gateland Lane:** new detached dwelling – decision deferred pending site visit.
- iii. **Grove Lodge:** work to crown lift and cut back trees – no objections.

109/17 **Finance**

- i. **Finance Committee Meeting 24th July** – DP reported that the budget was on track and that a small surplus was forecast for the year, but that half of the grants budget had already been spent. The external auditors are to request a minor amendment to the 2015/16 comparisons on the 2016/17 accounting statement, but this will not affect the overall financial position.
- ii. **Transfer to deposit account** – the Clerk reported that £5,000 has been transferred to the Skipton Building Society deposit account.

110/17 **Highways**

- i. **The Proposed Shadwell Traffic Management Scheme** which consists of:
 - a 20mph speed limit on a section of Main Street, near the school which will also extend to cover Blind Lane, Hastings Court, Manor Court and Church Farm Garth;
 - double yellow line parking restrictions around the junction of Manor Court, Church Farm Garth and a section of Main Street opposite the primary school; and
 - residents only parking on Manor Court and Church Farm Garth, weekdays only, 8.00am – 9.30am and 2.30pm – 4.00pm,was considered. Resolved to support the scheme in its entirety.

Action: Clerk to feedback to LCC.

111/17 **Public Rights of Way**

- i. **Parish Paths Partnership** – nothing to report.

112/17 **Village Maintenance**

- i. **Appointment of New Village Maintenance Contractor/Lengthsman** – DP reported that there has still been no response yet to the advert. Agreed to advertise on Facebook.

Action: Clerk & ES.

- ii. **Temporary Contractor** – DP reported that Ben Turner had been working successfully alongside SIB volunteers, mowing and strimming verges and maintaining flower beds and hanging baskets.
- iii. **Emerald Garden Services** – the Clerk confirmed that EGS had completed the work cutting back in the ginnels and footpaths that was requested.
- iv. **Other maintenance** – the Clerk reported that TV had completed work on the Colliers Lane and Coronation benches, and had applied weed killer in order to gain better access to the Dan Quarry entrance. Work to continue.

Action: TV.

113/17 **Risk Assessment** – ES has completed the assessment for August; no new issues. DT to carry out September's assessment.

Action: DT.

114/17 **Neighbourhood Planning** – DP reported that Jeremy Thompson has responded to LCC queries and that the outcome of the grant application is awaited.

115/17 **Parish Website** – ES reported that she had met with Amy Shaw and Chris Smith and agreed that content should be pushed out on the website, twitter and Facebook as appropriate using WordPress

as the platform. A short consultation on form and content via Facebook is being organised for September, with a planned soft launch in October followed by a full launch after Christmas.

Action: ES.

116/17 Reports from Council Representatives on Local Committees and Forums

- i. **Shadwell Library Committee** – report from DT noted; closure of Library between 16th September and 16th October highlighted.
- ii. **Shadwell in Bloom** – DP reported no issues; hanging-baskets are looking particularly good this year.

117/17 Parish Council Surgery – GW reported that following issues had been raised at the July surgery:

- i. **Drains opposite Minster View** - are blocked and cause problems when it rains.
Action: Already reported to LCC.
- ii. **Hedge opposite 227 & 229 Main Street** – now very high.
Action: Apparently cut back every February.
- iii. **Bus service problems 30th June & 28th July** – buses failed to run and/or failed the start at terminus.
Action: Clerk to write to First Bus.
GW to conduct surgery in September, ES in October.

118/17 Correspondence - none

119/17 Questions from members of the public – further discussion regarding ELOR and Holywell Triangle.

120/17 Items for next agenda – Financial Regulations, ELOR, parish website, Recreation Centre, Cinema and Holywell Triangle.

121/17 Urgent items which have arisen since publication of agenda and Councillors' questions:

- i. Advertising hoardings near Grove Cottage and on Holywell Lane – need removing.
Action: Clerk to contact LCC.

122/17 Invoices – Resolved that the following payments should be made:

248	Friends of Shadwell School (replaces unpaid cheque 10024€	£250.00	LG (Misc. Prov.) 1976 s19.3)
249	Shadwell Parish Council (transfer to deposit a/c)	£5,000.00	(LGA 1972 s111)
250	M. S. Woods (reimbursement for postage/travel)	£6.52	(LGA 1972 s111)
250	LCN (Website hosting)	£71.94	(LGA 1972 s111)
250	M. S. Woods (contribution to clerk's utilities)	£20.00	(LGA 1972 s111)
251	B. Turner (maintenance of grass verges, etc.)	£397.11	(HA 1980 s96)
S/O	VA-L Trading (payroll)	£448.12	(LGA 1972 s111)

TOTAL

£6,193.69

123/17 Part Two – there were no confidential items.

124/17 The next Parish Council meetings are confirmed as follows:

Planning Committee – Monday, 11th September 2017 at 6.30pm.

Full Council – Monday, 11th September 2017 at 7.00pm.

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

125/17 The Chairman closed the meeting at 9:10pm.

Signed _____ Dated _____