

SHADWELL PARISH COUNCIL

Draft Minutes of the Council Meeting held on Monday, 11th March 2019 (Subject to confirmation)

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| Debbie Potter (DP) (Chairman) (Present) | 0113 265 7575 |
| Denise Trickett (DT) (Deputy) (Present) | 0785 028 3529 |
| Emma Stapleton (ES) (Apologies) | 0789 438 6860 |
| Norman Taylor (NT) (Present) | 0113 273 7393 |
| Nirmal Tulwa (NT2) (Present) | 0789 490 8012 |
| Vidya Venkatesh (VV) (Present) | 0788 873 4464 |
| Ted Vickerman (TV) (Present) | 0113 273 8242 |
| Geoffrey Wilson (GW) (Present) | 0113 273 7164 |
| David Ford (DF) (Present) | 0776 050 8890 |

Clerk: Mike Woods 0775 171 8483
Email: clerk@shadwell-parish-council.org
Website: www.shadwell-parish-council.org

In attendance - the Clerk, and, for part of the meeting, ward councillor Matthew Robinson.

The Chairman opened the meeting at 7:02pm.

370/18 **Apologies for Absence** – apologies received and accepted from ES.

371/18 **Minutes** - the minutes of the Parish Council meeting held on 11th February 2019 were approved and signed by the Chairman.

372/18 **Declarations of Interest** – None.

The Chairman suspended the meeting at 7:04pm.

373/18 **Questions from members of the public** – none.

374/18 **Ward councillor's update** – Cllr Robinson provided updates as follows:

- i. **20mph speed limit** – consultation has now opened – there are still opportunities to influence the details of the scheme, particularly the length of restrictions on Main Street.
- ii. **Safety issues near school** – Highways officers have been asked to investigate the feasibility of installing flashing warning signs outside the school – response awaited.
- iii. **Police investigations** – West Yorkshire Police have been asked to provide better feedback on the outcome of local criminal investigations.
- iv. **Local Centres Programme** – no apparent progress from LCC, Cllr Robinson to follow up.

375/18 **Crime Report** – three crimes were recorded in the village during February: the theft of York stone from two walls on Main Street, a residential burglary on Strickland Avenue and an attempted burglary on Ash Hill Gardens. There have been a couple of incidents of distraction burglaries in nearby villages recently. Elderly people, in particular, are warned to be on their guard against bogus officials and to always check identification cards before allowing entry to their homes.

The Chairman reconvened the meeting at 7:20pm.

376/18 Current Items Outstanding including the Clerk's Report

- i. **Potholes** – the Clerk was requested to report potholes on Ash Hill Drive and at the entrance to Crofton Rise.
Action: Clerk.
- ii. **Stiles between Manor Court and Gateland Lane** – now repaired.
- iii. **Discarded plastic dog waste bags, Holywell Lane/Bridle Path Road junction** - sign asking dog walkers to dispose of waste responsibly now in place.
- iv. **Water leaks at Holywell Lane/Bridle Path Road junction** – repairs completed.
- v. **Sewer problems** – the Clerk confirmed that the resident has been advised to contact Yorkshire Water.
- vi. **Insurance claim** – the Clerk confirmed that final claim has been approved by our insurers.

377/18 Items Awaiting Action from Leeds City Council

- i. **Surface water run-off in Gateland Lane** – LCC have agreed to undertake remedial action, but still no progress.
Action: Clerk, homeowner and Cllr Robinson all pursuing.
- ii. **Missing street nameplates at Blind Lane and Gateland Lane** – No progress despite being reported again.
Action: Clerk pursuing with LCC Highways.
- iii. **Village sign at western entrance to village** – LCC have agreed to replace, but no progress as yet.
Action: Clerk to follow up.

378/18 Main Street parking issues

- i. **Parking at Stocks Hill** – Clerk has written to Elizabeth Hastings Trust; response awaited.
Action: Clerk to monitor.

379/18 Annual review of Publication Scheme - resolved to readopt without amendment.

380/18 YLCA Branch Meeting 19th February – Clerk’s feedback on meeting noted. Items discussed included:

- i. **Allotments** – Branch is pursuing legislative change to transfer allotments classed as “temporary” to parish council control.
- ii. **YLCA offices** – looking to relocate nearer Wetherby or Tadcaster
- iii. **YLCA training** – currently revamping training courses for councillors and will be launching webinars shortly.
- iv. **YLCA 75th anniversary event** – to be held in Ripon Cathedral on 19th October. All Yorkshire parish and town councils to be invited.
- v. **Leeds Bradford Airport** – concerns about proposed changes to flightpaths which may mean more aircraft taking off in a south-easterly direction.
- vi. **Leeds Parish Charter** – refresh of Charter continuing.
- vii. **GDPR training by LCC** – Clerk pursuing reduced charges on behalf of Branch.

381/18 Tour de Yorkshire 2019 – DF reported that preparations are well underway. Shadwell YCA are preparing bunting and arrangements are being made to serve refreshments at several locations. A large screen will be available at the Village Hall to allow spectators to follow the action. The village school is keen to be involved, and musical entertainment is being arranged. The Clerk has checked with our insurers and confirmed that additional cover will not be required.
Action: DF to continue to coordinate.

382/18 Parish Council elections – noted that nominations open on 25th March for elections on Thursday, 2nd May. Nomination packs are available for LCC Elections office.

383/18 Holywell Triangle Conservation Area Consultation – awaiting feedback from LCC conservation team on timetable and availability to take part in evening consultation session.
Action: Clerk to pursue.

- 384/18 **Recreation Centre** – NT2 reported that the way forward for managing redevelopment is to be discussed by the trustees at the AGM later this month.
Action: NT2/GW to report back at next meeting.
- 385/18 **Neighbourhood Planning** – DP reported that the revised draft of the Plan is being considered by the steering group.
Action: DP to report progress at next meeting.
- 386/18 **Annual Parish Meeting 15th April** – agreed agenda should include presentation from LCC on challenges of managing ELOR project and updates from Cllr Robinson, the Police and SIB. Clerk to finalise agenda and to send out invitations.
Action: Clerk.
- 387/18 **Meal for older people 22nd March** - preparations continuing, 25 people signed up so far. Year 1 pupils from the village school have been invited to display arts and crafts. DF is to do the cooking, but volunteers are still required to help serve food and clear away.
Action: VV.
- 388/18 **Local Centres Programme** – No update available; awaiting sign-off from LCC (see 374iv/18, above).
Action: ES.
- 389/18 **Newsletter** – Content finalised, to pass to printers next week.
Action: DP and Clerk to co-ordinate
- 390/18 **Parish Website** – awaiting quote from alternative contractor.
Action: Clerk to progress.
- 391/18 **East Leeds Orbital Road** – tree-planting sessions planned for 13th & 16th March noted.
- 392/18 **Highways**
- i. **20mph speed limit** – LCC consultation now open – closes 8th April (see minute 374i/18, above).
Action: Clerk to prepare response.
 - ii. **Illuminated Speed Warning Signs** – Clerk confirmed that a reply had been emailed to concerned resident.
- 393/18 **Planning committee** - DT reported on the meeting held earlier in the evening. It was agreed that DP should attend the LCC Planning Conference on 26th March. One planning application were considered:
- i. **4 Shadwell Park Grove** - Conversion of habitable room garage; first floor front/side extension; part two storey part single storey rear extension; increase to roof height to create habitable room – agreed to object on the grounds that the alterations would over-develop the plot and would impact upon the privacy and right to light of adjacent dwellings.
- 394/18 **Finance**
- i. **2019-20 Precept** – noted that precepts were formally agreed by LCC on 27th February.
 - ii. **Grant request from Yorkshire Countrywomen’s Association** – towards cost of materials for Tour de Yorkshire bunting – agreed not to pay grant but to reimburse costs in full.
Action: DF to feed back to YCA
- 395/18 **Village Maintenance**
- i. **Village Maintenance in February**- the Clerk reported that the contractor completed 16.5 hours during the month which included spreading rock-salt, assisting with cutting hedges, tidying herb beds and clearing undergrowth, collecting and removing hedge clippings and other plant waste, and strimming and mowing on Shadwell Lane and Colliers Lane.

- ii. **Inappropriate use of rock-salt** – suitable signs have been obtained. NT to arrange for them to be attached to grit bins.
Action: NT.
 - iii. **Abandoned lorry on land adjacent to Winn Moor Lane** – NT to contact occupiers of adjacent dwelling(s).
Action: NT.
 - iv. **Pruning trees adjacent to the Library** – tree surgeon has confirmed that pruning at this time would harm the trees. Clerk to contact tree surgeon late August, when sap has stopped rising.
Action: Clerk.
- 396/18 **Holywell Lane Playground** – positive outcomes of meeting on 6th March noted. Playground campaign group have arranged a meeting on 26th March with LCC to discuss updating equipment and on-going maintenance.
- 397/18 **Footpaths**
- i. **Footpath adjacent to Wainscott Cottage, Winn Moor Lane** – nothing to report; Clerk to monitor progress.
Action: Clerk.
 - ii. **Parish Paths Partnership** – nothing to report.
- 398/18 **Risk Assessment** – March assessment completed by DF, no new issues; NT2 has already volunteered for April.
- 399/18 **Reports from Council Representatives on Local Committees and Forums**
- i. **Shadwell Independent Library, Arts Centre and Café** – report from DT noted.
 - ii. **Shadwell in Bloom** – report from NT noted.
- 400/18 **Parish Council Surgery** – GW reported that there were two attendees at the March surgery; issues raised were:
- i. Possibility of siting a refuse bin at the junction of Shadwell Park Drive and Roundhay Park Lane.
 - ii. Concern about the condition of the pavement on Shadwell Lane in the vicinity of the Shadwell Parks, and pavements in the village generally.
 - iii. A planning issue – resident has already been given support in submitting an objection to a planning application.
 - iv. A request that the 7S bus service should be rerouted through Chapel Allerton instead of Scott Hall Road. Clerk to respond to residents; GW to conduct April surgery.
Action: Clerk and GW.
- 401/18 **Correspondence**
- i. **Letter regarding Good Companions group** – letter noted; Clerk to reply.
Action: Clerk.
- 402/18 **Questions from members of the public** – none.
- 403/18 **Items for next agenda** – Tour de Yorkshire, ELOR, Local Centres programme, annual parish meeting, 20mph limit and Holywell Triangle.
- 404/18 **Urgent items which have arisen since publication of agenda and councillors' queries** - none.

405/18 **Invoices** – Resolved that the following payments should be made:

Shadwell Parish Council

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| 403 | M. S. Woods (reimbursement for postage & travel) | £48.59 | (LGA 1972 s111) |
| 403 | M. S. Woods (contribution to clerk's utilities) | £25.00 | (LGA 1972 s111) |
| 404 | P. Hallas (village maintenance February) | £165.00 | (HA 1980 s96) |
| 405 | Shadwell Recreation Centre (Room Rental) | £120.00 | (LGA 1972 s111) |
| 405 | Shadwell Recreation Centre (Allotments rent) | £50.00 | (SH&A 1908 s23) |
| 406 | Office Depot (stationery) | £31.12 | (LGA 1972 s111) |
| S/O | VA-L Trading (payroll) | £627.51 | (LGA 1972 s111) |
| Total | | £1,067.22 | |

Grant Funded

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| 407 | Peter Baker Associates (Neighbourhood Plan) | £3,240.00 | (Localism Act 2011) |
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406/18 **Part Two** – One Item was discussed.

407/18 **The next Parish Council meetings are confirmed as follows:**

Planning Committee – Monday, 8th April at 6:30pm.

Full Council – Monday, 8th April at 7:00pm.

Annual Parish Meeting – Monday 15th April at 7:00pm.

Village Maintenance Committee – Monday, 29th April at 6:30pm.

Finance Committee – Monday 29th April at 7:00pm.

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

408/18 **The Chairman closed the meeting at 9:10pm.**

Signed: _____ Dated: _____