

SHADWELL ANNUAL PARISH MEETING

Draft Minutes of Meeting held on 3rd April 2017 (Subject to confirmation)

The Chairman of the Parish Council, Cllr Debbie Potter presided over the meeting.

Present: Cllrs. Keith Pickford, Emma Stapleton, Norman Taylor, Denise Trickett, Vidya Venkatesh, Ted Vickerman, Nirmal Tulwa and Geoffrey Wilson; Ward Councillor Matthew Robinson; PCSO Chris Barrett; Rev David Young; the Clerk and 32 members of the public.

Apologies were received from: Robert Dyson, Susan Frost and Geoff Turnbull.

Minutes from the Annual Parish Meeting 4th April 2016 - DT proposed and NT seconded that the minutes from last year's meeting be approved and signed. All agreed and the Chairman signed the minutes.

Chairman's Report

The Chairman, Debbie Potter, opened the 15th Annual Parish Meeting welcoming the many residents present, the speakers and the ward councillor. Debbie started by reporting the retirement of Lesley Hoff after 6 years as Parish Clerk. Lesley has been an excellent clerk and a valued part of the Council, and was much relied upon by the Council. She was wished well in her retirement. The new Clerk, Mike Woods, was introduced to the meeting and welcomed into the Council. The retirement of John Ford, the maintenance contractor was also reported. John has worked with Shadwell in Bloom volunteers and on the Village Maintenance programme for the last 13 years, and he will be greatly missed. A replacement is being sought.

As far as councillors are concerned, two resigned in the year – Geoff Turnbull and Juliet Shenderoy, who were thanked for all their efforts. The vacancies were filled by Emma Stapleton and Nirmal Tulwa who have taken on numerous roles and responsibilities and are proving to be valuable members of the Council. We hope they remain on the Council for many years to come.

The Shadwell Parish Council flag was on display. This has been designed and produced by resident and registered as a parish council flag.

The chairman reported another busy, and sometimes, frustrating year. We continue to badger the City Council about potholes, fly tipping, street sweeping, blocked drains – all the usual issues. We receive all plans for building applications in Shadwell, and our Planning Committee meets monthly to consider these. We pass on residents' complaints regarding the City Council's cutting of the verges, but are always hopeful of improvements here, year on year.

We receive a monthly report from the Police and usually have a representative at the meeting. We are fortunate to have PCSO Chris Barrett looking after us. He is regularly seen patrolling the village on foot and would be pleased to say hello and have a chat with residents.

Still on crime – the Crime Prevention Panel which was based in Wetherby has unfortunately folded. The Parish Council thanked the Chairman Maureen Brewer and Patricia Bullough who was Shadwell's representative on the Panel for all the work they put into it. It is a great shame that it no longer exists.

During the year, the noticeboards were finally repaired, with the new board at the library. We are still trying to find a suitable location for a noticeboard at the Shadwell Parks. The Christmas lights went up on the library again – thanks to Ben Turner and Mark Savage for putting them up. A new bench was put on Colliers Lane, dedicated to the memory of Paul Varley. The proposal to site a Free School on Roundhay Park Lane was brought to the Council. Councillors, residents and members of the history society are working with the City Council to progress the Holywell Lane

Conservation Area. On the few occasions when we have had a hard frost, snow showers, or ice, the Shadwell in Bloom volunteers have been out with the grit to ensure safety in some of the most used areas of the village – more thanks to these residents.

Parking issues and traffic problems around the Village will be covered by Cllr Robinson, but these have kept the PC busy again this year. Issues under discussion include the addition and removal of yellow lines, a 20-mph speed restriction near the school, inconsiderate parking in Manor Court, Main Street, and Church Farm Garth, permit parking, safety in Hobberley Lane and Winn Moor Lane, together with speed restrictions in both these lanes, the closure of Carr Lane and traffic calming.

The Parish Council worked closely with St Pauls Church to organise the celebration of the Queen's 90th birthday. This was most successful and enjoyed by all who attended. We are now working together, and with the History Society, to celebrate the 175th anniversary of the church. Rev. Dave Young will talk about this during the meeting.

The Neighbourhood Plan is still going ahead. This has been beset with delays throughout, mainly due to delays by the City Council when finalising their Site Allocations. However, the committee has re-commenced its work, and residents will be asked for their comments as it is progressed. And here, Jeremy Thompson was thanked for keeping this active.

The Chairman praised Pam Hargreaves for her untiring work in getting the Community Café up and running, helped by a superb band of volunteers. Residents were urged to try the café on Tuesday or Friday; it is highly recommended for both a coffee and cake, to a tasty lunch. Not only has Pam been instrumental in the setting up of the community Café – Hardback Café – she has also managed to create the Sweet Memories café. This is aimed more at those living with dementia and their carers, and, besides coffees and lunches, include memory aids, singing and music sessions. She has also arranged for chair based exercise classes which are suitable for all residents with limited mobility. Pam was nominated and indeed won an award on International Women's Day – presented by the City Council - as An Inspirational Woman in the Community, an award she fully deserved.

This year, grants have been awarded to: the Library, Shadwell News, Village Hall, the Recreation Centre, Scouts, Cricket Club, Shadwell Brownies, Shadwell Toddler Group, Good Companions, Tennis Club and the Horticultural Society.

Residents were invited to contact the Parish Council by all the usual routes: email, phone, letter and in person. The quarterly newsletter is one way the PC seeks to keep in touch with residents. Lesley Beales was thanked for her help in putting this together, and also the band of residents who aid the councillors with delivery.

The Chairman hoped that the message had come across during the report that not only do the nine Councillors work on behalf of the parish, but also that they are aided by many different sections of the community and by a large number of individuals who give their time freely. All this help is vital to ensure the Council is able to continue its work for the good of the community.

Police Report – PCSO Chris Barratt

PCSO Barratt reported that the crime rate within the parish remains very low and over the last 12 months the rate was the lowest in the Harewood Ward.

Over the last year 44 crimes were reported in Shadwell against 34 crimes in 2015/16

2016/2017

Assault x 0

Burglary Dwelling x 13

Burglary Other x 13

2015/2016

Assault x 5

Burglary Dwelling x 7

Burglary Other x 6

Theft from Motor Vehicle x 10
Criminal Damage x 8
Theft non-specific x 0
Theft from dwelling x 0
Interference Motor Vehicle x 0
Drug related x 0
Robbery x 0

Theft from Motor Vehicle x 2
Criminal Damage x 7
Theft non-specific x 1
Theft from dwelling x 1
Interference Motor Vehicle x 3
Drug related x 3
Robbery x 3

Within the “Burglary Dwellings” category, five were actual burglaries and eight were attempted. In response to a question, Chris stated that there had been 14 arrests but only three convictions. Seven of the eight criminal damage cases related to graffiti. Dumping of waste from cannabis farms is currently a problem throughout the Harewood Ward and, if seen, should be reported to LCC via eneaction@leeds.gov.uk.

Chris emphasised that it was very important to report all crimes, even when they haven’t been successful.

The Chairman thanked PCSO Barratt for attending the meeting.

The Work of the Highways Department - Nick Hill, Highway Operations Manager, LCC.

Nick began by pointing out that the city’s highway infrastructure is the most valuable publicly owned asset managed and maintained by Leeds City Council.

The major asset groups of the highway infrastructure consist of over:

- 2,800 kilometres of roads,
- 5,000 kilometres of footways and cycle ways
- 4,000 bridges and other highway structures
- 93,000 street lights
- 26,000 traffic signs
- 600 traffic signal installations
- 140,000 gullies (and other highway drainage assets)
- 58 kilometres of safety fencing

The highways assets also include drainage, street furniture, road makings, public rights of way and verges.

The Highway Infrastructure Asset Management Plan 2016-2021 is available to view on the leeds.gov.uk web site. It is designed to direct and inform service users and those involved in service delivery on how Leeds intends to maintain its network through to 2021.

One of the key elements of asset management is the inspection, assessment and recording of data which gives information on the overall condition of the highway within Leeds and is undertaken by several means, including electronically (by measuring skid resistance) and visually (by checking surface condition).

Maintenance works are Identified in a number of different ways and are carried out by council staff or by partners such as Colas (for major surfacing/micro surfacing) or Eurovia (for surface dressing). Surface dressing is largely used to improve skid resistance and seal roads to prevent water ingress which is one of the major sources of deterioration caused by the action of freezing.

The main schemes come from site condition surveys undertaken by the Asset Management Team. Each road when inspected is scored against objective criteria to assess its condition. From this the worst condition schemes are selected and prioritised. This is done city-wide rather than by ward, and by risk, which ties in with the road’s classification. It may be that money is not always spent on the worst roads, sometimes spending money to prevent a road getting worse is more economical

in the long run. This preventative maintenance approach includes surface dressing and slurry sealing on footways.

The other means of identifying work is through the Highway Basic Maintenance budget. This is largely developed from Highways inspectors who have a regime of set inspections set out in the Asset Management Plan. High risk areas like shopping areas are inspected monthly, and local footways once a year.

The time required to carry out a repair is set against the risk of someone getting hurt or damage to vehicles. Repairs are categorised as follows:

- Cat 1 to be made safe or repaired by the end of the next day.
- Cat 2 to be made safe or repaired within 28 days.

It may however be that a more rapid response is required, in which case action is taken immediately. It may also be that there is no immediate danger in which case an order is raised and programmed in when resources allow.

Nick, as operations manager, is always looking at streamlining the process, particularly to effect more long-lasting repairs to potholes.

In response to questions, Nick pointed out that even though resources are limited, it is important that the PC and residents continue to report highways defects and that they follow them up when progress seems to be slow.

The Chairman thanked Nick for his presentation.

St Paul's Church Anniversary and the 8th July Festival – Rev Dave Young and Amy Patterson

Rev. Young outlined some of the history of St Paul's Church and the plans for the 175th anniversary over the next few months. The key dates are as follows:

- Mayfest – Saturday, 20th May
- Shadwell Summer Fair – Saturday, 8th July
- Thanksgiving Service – Sunday, 16th July
- Anniversary Dinner – Saturday, 7th October

Amy then outlined the arrangements for the Festival on 8th July to be held in the school field. Lots of fun activities are planned, many based around the use of wellington boots! There will be a treasure hunt and a bake-off and the Fire brigade and Guide Dogs for the Blind will be present. An entrance fee will provide funding for marquees in case of rain. All are encouraged to attend.

Cllr Matthew Robinson, Harewood Ward Councillor

Cllr Robinson began by commenting on the range of activities going on in the village. He then focused on three challenges for Leeds City Council and three for our local community:

Leeds' Challenges:

- The Capital of Culture bid and the opportunities that will create;
- Securing agreement to a local devolution deal which would bring greater powers to the region; and
- Transport links – how to use the £173m available for transport infrastructure and the challenges of HS2.

Local Challenges

- The East Leeds Orbital Road – this is a massive scheme and it is important that it does not have a negative effect on local villages. The planning application is expected at the end of April and the PC should seek a briefing from LCC Planning officers.
- Shadwell Primary School – The school is brilliant and has excellent staff and a very active PTA, but that brings high demand and with a narrow catchment area parking in the vicinity of the school has become a problem. The possibility of providing off street parking within the school site is being pursued.
- Free School Roundhay – Four possible sites for the proposed Free School have been identified and consultation is now open. Residents are encouraged to respond before the closing date on 28th April 2017.

In response to questions, Matthew agreed that closure of Carr Lane, or making it one-way would not be a solution to the traffic problems at the junction. Elsewhere, the double yellow lines planned in parts of the village should be in place before the summer.

The Chairman thanked Cllr Robinson for attending, and for the very valuable support he provides to the village and to the Parish Council.

Shadwell in Bloom - Norman Taylor

Norman began by reflecting on 15 years of progress and reported that the group still remains in contact with Yorkshire in Bloom, albeit on an informal basis. The team continues to meet regularly on Tuesday mornings to tidy the village, remove rubbish and to maintain beds. Weeding beds is now requiring some effort from the group, and a number of individuals have agreed to take on responsibility for beds, but more volunteers are needed. The Friends of Shadwell in Bloom have raised about £1,000 over the past year for planting and equipment which equates to about £1 per resident. As mentioned earlier, following the retirement of John Ford, a new maintenance contractor is being sought. The work of Ray Millard in collecting litter in the village is really appreciated.

Residents are encouraged to support the work of SIB by volunteering and/or through a donation to SIB. Donations can be made at the Post Office.

Shadwell Independent Library - Denise Trickett

Shadwell Library has had another most successful year, with a number of notable highlights. The Library has achieved the Duke of York's Community Initiative for 2016 and we are very proud of this recognition. The award is to be presented officially at a ceremony at Huddersfield University on April 12th and three of the committee will represent all who have worked so hard over the last four years at St James's Palace in May.

Over the last year one of the main priorities has again been renovation work on the building. The Library was closed for a number of weeks, whilst the roof was being replaced. After tarpaulins being put on the roof to stop water leaks, tarpaulins blowing off the roof, woodworm, mice, and death watch beetle, we are now very pleased to say that we have a new roof!

The kitchen area is now totally fit for purpose. Symphony Kitchens and Elite Kitchens kindly donated the kitchen and a cooker and fridge have been purchased. We are looking to buy a dehumidifier soon.

Unfortunately, a small part of the ceiling in the main hall collapsed last March, due to water damage. Temporary repairs have been made, but we are hoping to replace the ceiling this year, when funds allow. We have had a survey of the balcony area, and again we hope to make progress on improvements here over the coming year.

Borrowing of books has remained steady even in today's challenging world of iPads and smart phones. Our shelves are full (very full!) of lovely books and we continue to receive excellent donations of stock from our many well-wishers. We hope all of those will realise that we cannot always put these books on our shelves immediately but we promise that any we do not eventually use will go to a good home. We have regular displays for a few weeks at a time - crime novels, books to encourage out of door activities or travel books as the holiday season approaches. (Contact Avril Pedley for more information on: 0787 0822 906)

The centre is now very well used. Events have included Robert Dyson's talks on The History of Leeds, Shakespeare in Sonnet and Song, Trio Literati, Yorkshire Wildlife Trust and a concert by the students at the Grammar School. The Milim Literacy Festival had their event with Jerry Pearlman at the Library. As well as these, seasonal craft sessions, tablet training and family history sessions have taken place. Weekly Chair Based Exercise classes started in March. Weight watchers are now meeting regularly and one of our residents had their baby shower here!

The Library Committee is continuing to work with Festival Republic to raise approximately £3,000 every year. This goes towards running costs. Thanks go our Ward Councillors, Shadwell Parish Council, Harewood Parish Council, the Well Being Fund, patrons and the local community for their continued support over this challenging, but very successful year. Finally, a big thank you to all our volunteers without whom we wouldn't have had so much success over the last year!

Library Café – Pam Hargreaves

Pam reported that the café now had 22 volunteers, but more are needed. The café has been awarded a 5-star hygiene rating and 13 volunteers have got food hygiene certificates. The café is serving both sweet and savoury items and is attracting young and old. The opening hours have been extended by 30 minutes and newspapers are now provided to read.

The Sweet Memories dementia-friendly events are proving very popular and have been very well appreciated. However, transport is becoming a problem, and more volunteers to help take people to and from these events would be very welcome.

The Chairman closed the first part of the meeting at 8:40pm and invited residents to accept refreshments and mingle.

Signed: Dated: