

SHADWELL PARISH COUNCIL
Draft Minutes of the Council Meeting of the Council held on
Monday 11th January 2016 (Subject to Confirmation)

Chairman – Debbie Potter (DP)	01132657575
Keith Pickford (KP)	01132737013
Juliet Shenderey (JS)	07946629309
Norman Taylor (NT)	01132737393
Denise Trickett (DT)	07850283529
Geoff Turnbull (GT)	01132659288
Vidya Venkatesh (VV)	07888734464
Ted Vickerman (TV)	01132738242
Geoffrey Wilson (GW)	01132737164

Telephone Clerk: 01132037662

Email: clerk@shadwell-parish-council.org

Website: www.shadwell-parish-council.org

Village website: www.shadwellvillage.co.uk

In attendance – Cllrs Castle and Macniven, Maureen Brewer, PCSOs Broadwell and Tate, Pam Hargreaves and two members of the public.

248/15 The Chairman opened the meeting at 7.30pm. Apologies were received and approved from NT, DT, GT, TV, GW and the Clerk. JS arrived at 8.15 pm.

249/15 **Minutes** – DP then proposed and KP seconded the minutes for 14th December 2015 be approved and signed. Signing will take place at the next meeting.

250/15 **Declarations of Interest** - There were no declarations of interest.

The Chairman suspended the meeting at 7.30 for the following reports.

251/15 **Crime Report for period 1st December to 31st December 2015** –PCSO Broadwell reported

Burglary Dwelling x 4

Criminal Damage x 1

24/11-17/11 Strickland Avenue: Jewellery taken

14/12 Main Street: no entry gained

6/12 Main Street: property taken

22/12 Main Street: TV and jewellery taken

A problem was raised concerning window cleaners carrying out work without permission and demanding payment. Residents to contact PCSO Broadwell.

252/15 **Presentation on the role of the MAECare Neighbourhood Co-ordinator by Pam Hargreaves**

This covered her work to date as Neighbourhood Connector and Shadwell becoming a Dementia Friendly Village. Various actions were agreed to be taken on by SPC. Pam will be invited by in April. The Chairman thanked her for the amount of work she has already carried out.

(Report attached for Councillors)

253/15 **The Crime Prevention Panel – Outer North East Leeds** - Maureen Brewer

Smart Water: This will be available direct from the firm for £25 per pack (no registration fee). However, to receive a pack, the applicant must be involved in a registered Neighbourhood Watch Group. Groups organising street parties can receive free insurance. They should contact the clerk in the first instance. Mrs Brewer requested the dates of village events.

Action: Chairman

The Chairman thanked all speakers and guests for attending the meeting.

The Chairman reconvened the meeting at 8.25pm

254/15 **Current items outstanding to include the Clerk's Report**

i. **Potholes** – The Clerk had confirmed that potholes had been reported.

ii. **Noticeboards (230ii/150)** It was noted that TV was absent and the work on the noticeboards was still outstanding. The lock on the library noticeboard still needed repairing. With regard to a noticeboard for the Shadwell Park estate, the Clerk had contacted Boston Spa Parish Council to ascertain who erected its noticeboard, as only authorised contractors could be used but was informed that its noticeboard was on private land, not on the highway.

Action: Clerk to chase repair of Library noticeboard lock

Action: Clerk to contact TV regarding repair of old noticeboards.

iii. **Bin for Pitts Wood (230iii/15)** –The bin has not been installed.

ACTION: Clerk to chase

iv. **New Head Teacher of the Primary School (230vi/15)** – The school has still not been in touch.

ACTION; Chairman

v. **Water in Bridle Path (230ix/15)** – This problem remains.

ACTION: Clerk to chase Harewood PC

vi **Defibrillator (231/15)** – The Clerk had advised that the casing had been replaced. The chair felt there may be a need for planning permission to place the defibrillator at the village hall.

vii. **Training courses on Dementia (239ii/15)** – The Clerk had advised that she would arrange training for VV and Pam Hargreaves.

255/15 **Items for next Newsletter** – VV was asked to submit her profile as soon as possible. The Annual Parish Meeting would be advertised in the newsletter. Newsletter to be delivered middle of March.

256/15 **Purchase of a Stihl battery-operated Strimmer** - As NT was not present to move to next meeting.

257/15 **Leeds CC Annual Forum and Seminar** – GT was agreed to attend. Other members should contact the clerk.

258/15 **Parish and Town Council Charter and Highways Supplement** – This to be commented on by Chairman.

259/15 **Changes to the External Audit Regime** – DP proposed we do not Opt OUT, VV seconded. All agreed.

260/15 **The Queen's 90th Birthday Beacons – 21 April 2016** – Move to next agenda.

261/15 **Complaints Procedure** - DP proposed that the Complaints Procedure be accepted with no alterations. This was seconded by VV and agreed unanimously.

262/15 **Planning** – there had been no planning applications received.

263/15 **Finance** – i. **Finance Committee meeting 4th January 2016** – DP reported on the meeting. The Finance Committee proposed that grants should be increased to £250. This proposal will be included in the February agenda. The Committee further proposed that the budget will be published in the summer newsletter. Terms of Reference to be reviewed.

ACTION: Clerk/DP

ii. **Quarter 3 Budget** –DP reported that there was an overspend on the budget, and this would be met from reserve.

iii. **Precept 2016/2017** – DP proposed that the Finance Committee's recommendation to apply for a precept of £35,000 be accepted. This was seconded by VV and agreed unanimously.

RESOLVED: to apply for a precept of £35,000

iv. **Transfer from Deposit Account**– DP proposed and JS seconded that £5000 would be transferred to the current account. Agreed unanimously.

264/15 **Highways**

i. **Carr Lane/Wetherby Road** – Cllr Castle to arrange a meeting of interested parties.

ii. **Speed limit in Ash Hills and Stricklands** – An email has been received from Cllr Matthew Robinson in which he felt unable to support a suggested 20 mph speed limit without further information. This will be included in February's agenda

iii Meeting with Nick Borrás – No response as yet.

ACTION: Clerk to chase.

265/15 **Risk Assessment** – GT was absent so the confirmation of the December risk assessment was held over until the February meeting. It was noted that NT would undertake the risk assessment in January, KP in February and VV in March.

ACTION: NT

266/15 **Neighbourhood Planning** – i. DP advised that, until more information has been received from Leeds City Council on proposed sites, the plan was on hold. The 2nd Grant cannot be applied for until there is a robust timetable.

ii. **Quarterly Review of the Steering Group Membership** – The membership to the steering group will remain the same.

267/15 – **Reports from Young People’s and Older Person’s Champions-**

i. **Young People** – NT was absent and had not forwarded a report.

ii. **Older People** – VV had nothing to add to the presentation by Pam Hargreaves.

268/15 **Reports from Council Representatives on Local Committees and Forums**

i. **Shadwell in Bloom (NT)** – A report had not been received, due to NT’s absence

ii. **Shadwell Independent Library and Arts Centre (DT)** – A report had been received.

269/15 **Parish Council Surgery** – i. GW had advised that the Library was closed on 2nd January 2016 and it was not possible to hold a surgery.

GW will host the surgery on Saturday 6th February 2016.

270/15 **Correspondence – Letter from YLCA re increase in annual fee** – The fee will increase to £525. DP proposed and VV seconded that SPC should remain a member of YLCA. Unanimously agreed.

The Chairman suspended the meeting for questions from the public

The issue of an overgrown hedge on Shadwell Lane that needs cutting. This is in on the perimeter of the previously proposed cemetery site. The clerk to be asked to contact the landowner.

The Chairman reconvened the meeting

271/15 **Items for next agenda Items for next agenda and urgent items which have arisen since publication of agenda –**

Urgent items: Main Street/Cricketers parking. PCSO Broadwell to be advised.

Annual council meeting date changed to Monday 4th April 2016.

272/15 **Invoices** – DP proposed the payment of the following cheques. This was seconded by VV and agreed unanimously.

086	J Ford (Village Maintenance)	£120.00 (Highways Act 1980 s 43.50)
087	L Dunne (Village Maintenance)	£85.00 (Highways Act 1980 s 43.50)
088	VA-L Trading (payroll)	£629.42 (LGA 1963 s5)
089	YLCA (Cllr training)	£90.00 (LGA 1972 s 175)
090	L Hoff (contribution to utilities)	£20.00 (LGA 1963 s5)
090	L Hoff (petty cash)	£46.01 (LGA 1963 s5)

273/15 **Part Two** – there was no Part Two

274/15 **The next Parish Council meetings are confirmed as –**

Full Council will be held on Monday 8th February 2016 at 7.30pm

Planning Committee meeting on Monday 8th February 2016 at 7.00pm

Finance Committee meeting on Monday 25th April 2016 at 7.00pm

Village Maintenance Committee meeting on Monday 25th April 2016 at 6.30pm

4-Year Plan Working Group meeting on Monday 25th January 2016 at 6.30pm

All meetings are held in the Recreational Centre, Holywell Lane

275/15 **Chairman closed the main meeting at 9.10 pm**

Signed..... Dated.....