

SHADWELL PARISH COUNCIL
Draft Minutes of the Council Meeting of the Council held on
Monday 8th February 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

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Village website: www.shadwellvillage.co.uk

In attendance – Cllr Castle and the Clerk.

The Chairman opened the meeting at 7.30pm. Apologies for absence were received and approved from Cllrs Pickford, Venkatesh and Vickerman.

Minutes – JS then proposed and DP seconded the minutes for 11th January 2016 be approved and signed. The Chairman signed the minutes.

Declarations of Interest - There were no declarations of interest.

Crime Report – No crime report had been received as it was understood that PCSO Broadwell was unwell and off work.

The Crime Prevention Panel – Outer North East Leeds – No report had been received.

Denise Simpson to give a report on the ELOR (East LEEDS orbital Road)

Current items outstanding to include the Clerk’s Report

Potholes – The Clerk confirmed that potholes had been reported. JS advised that the road was cracking between Temperance Cottage and Shadwell Parks on the footway side of the road.

ACTION: Clerk to report

Noticeboards (254ii/150) JS reported that it was now impossible to open the Parish Council noticeboard. GT proposed that DT ask Julian Boffin to quote for repairing the noticeboard and if less than £250, to do the work. This was seconded by DP and agreed unanimously.

RESOLVED: DT to authorise up to £250 for the repair to the noticeboard.

Bin for Pitts Wood (254iii/15) – It was noted that the bin was now in situ and more bins were available. The Clerk was instructed to request a bin for Path 102 at the ring road end. NT stated that the bin by Dan Quarry was leaning and needed setting in a plinth.

ACTION: the Clerk to order a bin for Path 102 and ask John Ford to set the bin by Dan Quarry into a plinth.

New Head Teacher of the Primary School (254vi/15) – DP advised that she and NT were meeting the Headteacher on 11th February.

Water in Bridle Path (254/15) – The Clerk of Harewood had advised that Yorkshire Water had chased Leeds City Council and the work would be undertaken within the next two weeks. The Clerk was instructed to contact the Harewood Clerk again. **ACTION: Clerk**

Highways issues Meeting with Nick Borrás (264/15) – The Clerk advised that she had sent Nick Borrás an email on 28 January requesting an update by 8th February and had received no reply. It was agreed that the request should now go to Martin Bartlett, Head of Highways and be copied to the Ward Councillors. **ACTION: Clerk**

Parking on Main Street – It was noted that the number of vehicles had reduced slightly, as the development moves towards completion. However, it would appear that no police action had been taken.

Defibrillator (254vi/15) – DP advised that there was a considerable amount of information to be gathered and suggested it was put on hold until funding was available.

Re-routing X99 – An email had been forwarded to the First Network Planning team on 4th January 2016 and chased on 4th February. No reply had yet been received but the Clerk stated it would continue to be chased.

Rats on Public Rights of Way – The Clerk informed members that she had contacted PROW to ask for their policy on rats and had a quick response that it was not within the department's remit. The Clerk stated that she would now try Environmental Action department. **ACTION: Clerk**

Purchase of a Stihl battery operated strimmer – It was noted the cost would be £409 + VAT and funds were available in the budget. DP proposed that NT go ahead with the purchase. This was seconded by JS and agreed unanimously.

RESOLVED: NT to purchase a battery-operated strimmer for £409 + VAT

The Queen's 90th Birthday Beacons – Following a lively discussion, it was agreed to ascertain whether it was possible to have the beacon lit in the car park of the Red Lion. DP agreed to speak to the landlord. It was noted that the village already had a beacon. **ACTION: DP**

Understanding the Role of Combined Authorities – The document had previously been emailed to all Councillors, so no further action was required.

Rental of Hanging Christmas Trees – the general consensus was it was too expensive to rent the trees and it was better using the funds on other priorities.

Annual Parish Meeting 2016 – it was agreed to continue with the same format as last year, with guest speakers, display boards from local organisations and a glass of wine for residents and a chance to mingle. It was agreed that the agenda should have a strict time limit for each speaker, so that the formal part of the meeting would finish at approximately 8.30pm.

Quality Council – It was decided that the cost of training courses prevented the Parish Council from endeavouring to obtain the award.

Alterations to meeting Date 2016/2017 – It was noted that the Annual parish meeting was to be on 4th April 2016 and the Finance meeting in July was brought forward to the 18th. In the absence of the Chairman and Vice Chairman for the full Council meeting on 11th April, it was agreed that GT would act as Chairman.

Feedback on Presentation by Pam Hargreaves on the role as MAECare Neighbourhood Coordinator – the following were considered:

Contact Ward Councillors to send out letters to older people in the village. Cllr Castle asked for a letter to be drafted for Demographics department.

ACTION: DP

Investigate the National Coffee Morning. The Clerk was instructed to contact VV to investigate

ACTION: Clerk/VV

Ascertain the number of dementia sufferers in Shadwell as a percentage of the national average.

ACTION: Clerk

It was noted that VV and Pam Hargreaves were to attend a training course on dementia on 19th March and that Shadwell has joined the Dementia Friendly Alliance.

Area around the Library - DP advised that the meeting she and NT were to have with the contractors had been cancelled and would be rebooked.

Planning - DT reported on one planning application – **16/00212** – 15 Old Brandon Lane
Two storey extension and new 2m high gates to front, orangery extension to side, new raised roof
The Committee **objected** as it was felt that the 'the height of the new roof could affect the outlook of surrounding properties, including in Ludolf Drive. Members also thought there were too many Velux windows in the roof. Questions were also raised as to if the extension increased the size of the property by more than 50%.

It was noted that the Clerk had not received details of **15/06727/FU/NE** - Stables off Ash Hill Lane - Demolition of existing stables and had to request details of the applications for January/February. It was too late to comment on 16/06727.

292/15 **Finance** i. **Precept** – It was noted that the request for the precept had been posed to Leeds CC.

ii. **Increase in Grants** – DP proposed that Council accepted the Finance Committee's recommendation to increase the amount of the grant to up to £250. This was seconded by GT and agreed with one abstention. DP also proposed that the Parish Council reserved the right to grant more than £250, in exceptional circumstances. This was seconded by GT and agreed with one abstention.

RESOLVED: The grant amount would be increased to up to £250 with the Parish Council reserving the right to grant more, in exceptional circumstances.

293/15 **4-Year Plan Working Group** i. Members all agreed that NT's idea to open the Library for coffee and the provision of newspapers to read was an excellent idea. It was agreed that the proposition should go to the Library Committee, to be considered as soon as the kitchen was completed. It was suggested that the Parish Council could fund for a trial period and the purchase of refreshments and newspapers would benefit the Post Office. This would be revisited after the Library Committee meeting had taken place.

ii. GT proposed that the additions to the strategy should be accepted. Furthermore, the Working Group could alter the strategy without reference to full Council but to report back on an annual basis. This was seconded by DT and agreed unanimously.

RESOLVED: the 4-Year Working Group to alter the Strategy now and without further reference to full Council, except on an annual basis.

294/15 **Highways**

i. **Carr Lane/Wetherby Road** – DP reported that nothing had been forthcoming from Highways Dept.

ii. **Speed Limit in Ash Hills and Stricklands** – A reply had been received from Cllr Robinson but it was felt that nothing could be done without a meeting with him and officers from Highways.

295/15 **Risk Assessment** – DT agreed to do the April risk assessment and NT the May assessment. It was noted that KP had agreed to do the risk assessment in February and VV in March. The Clerk advised that forms had been sent out to both Councillors with the agenda.

296/15 **Neighbourhood Planning** – i. DP advised that there was nothing to report.

297/15 – **Reports from Young People's and Older Person's Champions-**

i. **Young People** – It was suggested that an Extra-ordinary meeting of full Council be called to meet with representatives of the junior sports groups. NT was asked to obtain reports, prior to the meeting, for members to peruse.

ACTION: NT

ii. **Older People** – VV had sent in a report that was circulated to Cllrs.

298/15 **Reports from Council Representatives on Local Committees and Forums**

i. **Shadwell in Bloom (NT)** – NT gave a verbal report, stating that winter jobs were being undertaken at the bus terminus and also hedge cutting at the Village hall.

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

299/15 **Parish Council Surgery** – i. GW hosted the surgery on 6th February. A resident had asked that the Wetherby bus call at the village. Another resident was concerned at the amount of dog waste in Shadwell Parks. The Clerk was instructed to see whether a bin within Shadwell Parks would be an idea. The resident also asked that anyone trimming back their hedges clear the cuttings from the footways and footpaths. The resident also very concerned about PCSO Broadwell being transferred from the village and asked whether the Council was doing anything about it. The Clerk was instructed to reply to all the concerns.

ACTION: Clerk

GW offered to host the surgery on Saturday 5th March 2016.

300/15 **Correspondence** – A resident had advised of drug dealing taking place in the Recreation Centre's car park and in the Bridle Path. The Clerk was instructed to alert the police.

301/15 Questions from members of the Public

CLlr Castle informed Members that Mark Dobson should be added to the list of recipients of a letter from the Parish Council, concerned about the transfer of PCSO Broadwell. GT advised CLlr Castle that the installation of a noticeboard by Shadwell Parks could only be undertaken by an approved contractor but LCC held no list of approved contractors.

302/15 Items for next agenda Items for next agenda and urgent items which have arisen since publication of agenda – Clerk’s salary to be paid by standing order to VA-L; Missing “No Cycling” signs on P102; Stakes missing from three trees along Shadwell Lane – Clerk to ask John Ford to erect replacements.

ACTION: Clerk

DP advised of signs that could be erected on lampposts and stickers for wheelie bins with message “Slower Speeds – Safer Roads”. The Clerk was instructed to order a supply by members.

ACTION: Clerk

DP advised that parking notices are available for members to put on cars, which are causing obstructions – these will be emailed to the Clerk for photo-copying.

ACTION: Clerk

DP advised that training was available for using a radar-activated Speed Indicator Device, with the opportunity to borrow one for a week.

She also read out notes from the Harewood and Wetherby Ward Parish/Town Council Forum Meeting. These would be circulated to members.

ACTION: Clerk to circulate

303/15 Invoices – GW proposed the payment of the following cheques. This was seconded by JS and agreed unanimously.

091	PWLB	£1689.32 (LGA 1972 s13)
092	M&J Nurseries (Village Maintenance)	£108.00 (Highways Act 1980 s 43.50)
093	J Ford (Village Maintenance)	£84.00 (Highways Act 1980 s 43.50)
094	J Boffin (Library)	£45.00 (LGA 1972 s139 (3))
095	VA-L Trading (payroll)	£629.42 (LGA 1963 s5)
096	L Hoff (contribution to utilities)	£20.00 (LGA 1963 s5)
096	L Hoff (petty cash)	£12.96 (LGA 1963 s5)

304/15 Part Two – there was no Part Two

305/15 The next Parish Council meetings are confirmed as –

Full Council will be held on Monday 14th March 2016 at 7.30pm

Planning Committee meeting on Monday 14th March 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 - TBA

All meetings are held in the Recreational Centre, Holywell Lane

306/15 Chairman closed the main meeting at 9.25pm.

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