

SHADWELL PARISH COUNCIL
Draft Minutes of the Council Meeting of the Council held on
Monday 14th March 2016 (subject to confirmation)

Chairman – Debbie Potter (DP) (Present)	01132657575
Keith Pickford (KP) (Present)	0113273701
Juliet Shenderey (JS) (Absent)	07946629309
Norman Taylor (NT) (Present)	01132737393
Denise Trickett (DT) (Present)	07850283529
Geoff Turnbull (GT) (Present)	01132659288
Vidya Venkatesh (VV) (Present)	07888734464
Ted Vickerman (TV) (Present)	01132738242
Geoffrey Wilson (GW) (Apologies)	01132737164

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Village website: www.shadwellvillage.co.uk

In attendance – Cllr Castle (from 8.15pm), Tim Sanders, PCSO Alan Stead, two members of the public and the Clerk.

307/15 The Chairman opened the meeting at 7.30pm. Apologies for absence were received from Cllr Wilson.

308/15 The Council approved the absence.

309/15 **Minutes** – DT then proposed and NT seconded the minutes for 8th February 2016 be approved and signed. The Chairman signed the minutes.

310/15 **Declarations of Interest** - There were no declarations of interest.

The Chairman suspended the meeting at 7.31pm

311/15 **Crime Report** – PCSO reported the following crimes for March 2016 –

Theft non-specific – 4 x pints of milk taken from doorstep. No persons seen. No witnesses.

Criminal Damage – Suspects break down perimeter fence to Golf Course before entering on a quad bike and causing damage to course. Enquiries ongoing.

Theft non-specific – 2 x pints of milk taken from doorstep. No persons seen. No witnesses.

Criminal Damage to a Motor Vehicle – Suspect/s using unknown means smash driver side front window on same, do not enter vehicle then make off unseen in unknown direction.

Burglary Dwelling – Suspects attend at elderly persons address and tell occupant they are from the Water Board. Complainant allow entry to the suspects. One suspect goes into kitchen where he removes washing machine whilst second suspect makes a tidy search of the living room removing cash. Both suspects egress as entry. (Vulnerable Person) Enquiries ongoing.

Other news: Speeding issues are being monitored by the police and if there is a specific area that the Council would like attention to be paid please let the police know and they will endeavour to attend these locations and report back at the next meeting.

312/15 **The Crime Prevention Panel – Outer North East Leeds** – No report had been received.

GT arrived at 7.44pm

Presentation by Tim Sanders, LCC Adult Care – “Dementia-friendly communities and the best approach locally”.

Tim Sanders followed on from the crime report by suggesting the West Yorkshire Trading Standards was emailed for advice on protecting vulnerable people from bogus tradesmen.

He gave a very interesting presentation on dementia and Alzheimer’s with many ideas of how to take the dementia-friendly community plans forward.

The Chairman thanked Tim Sanders for attending and reconvened the meeting at 8.00pm

313/15 Current items outstanding to include the Clerk's Report

- i. **Potholes** – The Clerk confirmed that potholes had been reported.
- ii. **Noticeboards at the shops (282ii/150)** DT reported that a carpenter was due to do the repairs the week beginning 21st March 2016.
- iii. **Noticeboard at Library (283iii/15)** – DT reported that a carpenter was due to do the repairs the week beginning 21st March 2016.
- iv. **Bins (282iii/15)** – The Clerk confirmed that a bin had been ordered for Path 102. NT confirmed that John Ford had two bins onto plinths and it was a great improvement.
- v. **Water in Bridle Path (282v/15)** – It was noted that the water had stopped flowing.
- vi. **Meeting with Nick Borrás (282vi/15)** – It was noted that Cllr Robinson was to have a meeting with Gary Bartlett, Head of Highways and would mention the non-response.
- vii. **Rats on Public Right of Way (282)** – The Clerk advised that Environmental Dept had been advised but no reply had been received as yet.
- viii. **Purchase of Strimmer (283/15)** – NT confirmed that the strimmer had been purchased.
- ix. **The Queen's 90th Birthday Beacons (284/15)** – DP advised David Beales has the beacon and it was agreed that it should be lit at 8pm. The Clerk was instructed to write to the Landlord with an official request that it be in the Red Lion car park.

ACTION: Clerk

- x. **Letter for Demographics Dept. (291/15)** – It was agreed that VV should speak to Cllr Castle for further details.

ACTION: VV

- xi. **National Coffee Morning (291/15)** – VV reported that she was unable to find any details of the coffee morning.
- xii. **Number of Dementia Sufferers in Shadwell** – It was noted that, based on the national average, there are around 20.4 dementia sufferers in Shadwell.
- xiii. **Missing "No Cycling" signs on Path 102 (302/15)** – DP reported one sign found and retrieved from a deep ditch at the ring road end and that the other sign at the Main Street end had now gone missing. It was agreed that new signs be purchased and attached with bolts and that the theft should be reported to the police by the Clerk.

ACTION: DP to order new signs and the Clerk to report the theft to the police.

- ixv. **Replacement of tree stakes (302/15)** – NT confirmed that the stakes had been replaced. GT advised that he was to have a meeting with Jean Pick, concerning the trees.

314/15 Accounts and Audit Regulation 2015 – Members noted the dates for the accounts to be made public.

315/15 Apologies and Approval of reason for Absence - After a lively discussion, it was agreed that apologies, with reason for absence should go to the Clerk or the Chairman and would be two separate minute numbers.

316/15 A Petition to give Local Councils the Right to Appeal Planning Decisions- DT advised that whilst applicants had the right to appeal against a refusal by the Planning Dept., local councils did not have any rights regarding appealing against an approval to which it had objected. All members were asked to go online and sign the petition.

ACTION: All

317/15 Tablet Session at the Library – After a brief discussion, it was agreed that the date for the training session for people on a tablet should be 7 May 2016. Volunteers from MAECare would run the session, with help from the Parish Council. There may be one-to-one sessions to follow. It was agreed that it should be advertised in the Shadwell News.

ACTION: VV and Pam Hargreaves/ the Clerk to organise publicity

318/15 Annual Parish Meeting 2016 – It was noted that all speakers had confirmed attendance except Katy Bowden, who is unable to attend. NT agreed to speak on "Active Shadwell: focusing on Young People" in her place. The Clerk advised that only one organisation had replied as yet. NT agreed to supply wine glasses, to purchase the wine and orange juice from the Post Office and to liaise with other Councillors over the setting up of the hall and the transfer of boards from the Library. The Clerk was instructed to send agendas to all the local organisations.

ACTION: NT/Clerk

319/15 **Community Speed Awareness Scheme** – No Councillors were interested in having training with the Speed Indicator Device. The Clerk was instructed to give the details to the School.

320/15 **Meeting with the Headteacher (DP & NT)** – NT reported that the meeting with the Headteacher had gone very well. She understood the parking issues and there had been a good exchange of ideas. DP had mentioned the concerns over village children not being allocated places. The Headteacher had not been aware of the help given by Shadwell in Bloom in such things as fencing and setting up the vegetable garden and was made aware that there would be no maintenance, once the initial work had been undertaken. She did mention that the School would need to raise money for a Speed indicator Device. The Clerk was instructed to forward details of the device to the School.

ACTION: Clerk

321/15 **Area around the Library (DP & NT)** – A meeting had gone ahead with the contractor, who had confirmed that the site would be made good, before the builders had left. It was noted that a small piece of land had been gained by the side of the building.

322/15 **Review of the Parish and Town Council Charter** – DP and NT had studied the amendments and stated there was no areas of concern.

323/16 **Review of the Freedom of Information Policy** – DP proposed that the Freedom of Information should be accepted as it was, with no alterations necessary. This was seconded by NT and agreed unanimously.

Resolved: To accept the Freedom of Information Policy unchanged.

324/16 **Bin for Shadwell Parks** – NT agreed to meet with a local resident to ascertain the best location for a bin at Shadwell Parks.

ACTION: NT

325/15 **Regular Village Clean-up** – It was noted that members of the public regularly undertook a litter clean and it was felt to be unnecessary to arrange a litter picking day.

326/15 **Memorial Tree Planting** – Requests had been received for a memorial tree and a memorial bench. Following a lengthy discussion, Members suggested the cinder path for trees and either Shadwell Lane or Dan Quarry for the bench. The Clerk was instructed to advise accordingly.

ACTION: Clerk

327/15 **The Queen's 90th Birthday Commemorative Medal** – Following a short discussion, it was decided that the medals were too expensive for the Parish Council to purchase. The Clerk was instructed to forward the information to the School.

ACTION: Clerk

DP advised that there were celebrations being organised by the Churches and the Parish Council. There was to be a church service on Sunday 12th June, followed by a buffet lunch at the Village Hall. The Parish Council would make a donation and it was agreed that it should be an agenda item for the next meeting.

It was hoped that there would be a procession through the Village.

328/15 **Planning** - DT reported on one planning application –

16/00803 - 9 Gateland Drive

Single storey side extension; single storey front extension; part two storey, part single storey rear extension.

After studying the plans, the Committee had **No Objection**.

329/15 **Finance**

i. **Applications for Grants** –

St Paul's Church £200 – DT proposed that the grant should be awarded. This was seconded by VV and agreed unanimously. The Clerk was instructed to ask for more details in future applications.

Methodist Church £200 - GT proposed that the grant should be awarded. This was seconded by NT and agreed with one abstention. The Clerk was instructed to advise the Methodist Church that the Parish Council were planning coffee mornings at the Library and Members expressed the wish that the two events could complement each other.

Tennis Club £200 – NT proposed that the grant should be awarded. This was seconded by KP and agreed unanimously.

RESOLVED: to pay the applicants the grants as requested

ii. **Clerk's salary payments** – DP proposed that the Clerk's salary payments should be paid monthly by standing order to VA-L Trading. This was seconded by NT and agreed unanimously.

RESOLVED: To pay the Clerk's salary by standing order.

iii. **Skipton Building Society** – It was noted that DT was now a signatory and the new passbook had been received by the Clerk.

330/15 Highways

i. **Prioritisation Process** – The Parish Council received the document but found it unclear.

ii. **Highways Issues in Shadwell** – Members prioritised the issues to send to Cllr Robinson, in preparation for his forthcoming meeting with Gary Bartlett, Head of Highways.

331/15 Risk Assessment – DT agreed to do the April risk assessment and NT the May assessment. It was noted that neither the February or March risk assessments had been undertaken. The Clerk advised that forms had been sent out to both Councillors with the agenda.

332/15 Neighbourhood Planning – DP advised that there was nothing to report.

333/15 – Reports from Young People's and Older Person's Champions-

i. **Young People (NT)** – A report was received.

ii. **Older People (VV)** – No report was issued, due to the contents of the earlier presentation.

334/15 Reports from Council Representatives on Local Committees and Forums

i. **Shadwell in Bloom (NT)** – A report had been received.

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

335/15 Parish Council Surgery – i. There was no meeting on 5th March, due to the Library being closed for urgent repairs to the ceiling.

GW offered to host the surgery on Saturday 2nd April 2016.

336/15 Correspondence (Previously copied to Cllrs)

i. **Northern Gas, an invitation to Leeds Depot Open Day** – Noted.

ii. **Shadwell Scouts and Guides Group, a letter of thanks** – The letter of thanks for an earlier grant was received and Members were pleased to note how the funds had been spent.

337/15 Questions from members of the Public – there were no questions from the Public.

338/15 Items for next agenda Items for next agenda and urgent items which have arisen since publication of agenda – none

339/15 Invoices – NT proposed the payment of the following cheques. This was seconded by DP and agreed unanimously.

097	T Sidebottom (Noticeboard siting) (re: lost chq no. 50)	£60.00 LGA 1972 s232)
098	Red Lion (refreshments for Fibrillator event) (re: lost chq no. 42)	£16.75 (LGA 1972 s 15(5))
099	J Macintyre (Newsletters)	£246.00 (LGA 1982 s142)
100	YLCA (Membership)	£522.00 (LGA 1963 s5)
101	J Ford (Village Maintenance)	£237.00 (Highways Act 1980 s 43.50)
102	Ripon Farm Services (Strimmer & parts)	£429.08 (Highways Act 1980 s 43.50)
103	L Hoff (contribution to utilities)	£20.00 (LGA 1963 s5)
103	L Hoff (petty cash)	£11.97 (LGA 1963 s5)
S/O	VA-L Trading (payroll)	£629.42 (LGA 1963 s5)
DD	Yorkshire Water	£38.95 (Highways Act 1980 s 43.50)
104	Mayfest – St Paul's Church (grant)	£200.00 (LGA 1972 s139 (3))
105	Methodist Church (grant)	£200.00 (LGA 1972 s139 (3))
106	Shadwell Tennis Club (grant)	£200.00 (LGA 1972 s139 (3))

340/15 **Part Two** – there was no Part Two

341/15 **The next Parish Council meetings are confirmed as –**

Full Council will be held on Monday 11th April 2016 at 7.30pm

Planning Committee meeting on Monday 11th April 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

Annual Parish Meeting on Monday 4th April 2016 at 7.30pm

All meetings are held in the Recreational Centre, Holywell Lane

342/15 **Chairman closed the meeting at 9.45pm.**

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