

SHADWELL PARISH COUNCIL
Draft Minutes of the Council Meeting of the Council held on
Monday 12th December 2016 (subject to confirmation)

Chairman – Debbie Potter (DP) (Present)	01132657575
Keith Pickford (KP) (Present)	01132737013
Emma Stapleton (ES) (Present)	07894 386860
Norman Taylor (NT) (Present)	01132737393
Denise Trickett (DT) (Present)	07850283529
Nirmal Tulwa (NT2) (Present)	07894908012
Vidya Venkatesh (VV) (Present)	07888734464
Ted Vickerman (TV) (Present)	01132738242
Geoffrey Wilson (GW) (Present)	01132737164

Telephone Clerk: 01132037662

Email: clerk@shadwell-parish-council.org

Website: www.shadwell-parish-council.org

Village website: www.shadwellvillage.co.uk

In attendance – PCSOs Christopher Barrett and Geoff Nottingham and the Clerk.

211/16 All Councillors were present. The Chairman opened the meeting at 7.00pm.

212/16 **Minutes** – GW then proposed and DT seconded the minutes for 14th November 2016 be approved and signed. The Chairman signed the minutes.

213/16 **Declarations of Interest** – GW declared an interest in agenda item 14i – application for a grant from the Good Companions.

The Chairman suspended the meeting for the crime report.

214/16 **Crime Report** – PCSO Barrett gave the report for November.

09/11/2016 – INTERFERENCE WITH VEHICLE – BLIND LANE.

SUSPECT/S ENTER INSECURE VEHICLE AND MAKE UNTIDY SEARCH BEFORE MAKING OFF WITH NO PROPERTY, UNSEEN AND UNHEARD IN UNKNOWN DIRECTION.

09/11/2016 – THEFT FROM VEHICLE – CHURCH FARM GARTH.

SUSPECT/S ENTER INSECURE VEHICLE AND MAKE AN UNTIDY SEARCH OF VEHICLE AND REMOVE PROPERTY, SUSPECT/S MAKE OFF UNSEEN AND UNHEARD IN UNKNOWN DIRECTION.

09/11/2016 – THEFT FROM VEHICLE – ASH HILL DRIVE.

SUSPECT/S ENTER INSECURE VEHICLE AND MAKE AN UNTIDY SEARCH OF VEHICLE AND REMOVE PROPERTY, SUSPECT/S MAKE OFF UNSEEN AND UNHEARD IN UNKNOWN DIRECTION.

09/11/2016 – THEFT FROM VEHICLE – AVON COURT.

SUSPECT/S ENTER INSECURE VEHICLE AND MAKE AN UNTIDY SEARCH OF VEHICLE AND REMOVE PROPERTY, SUSPECT/S MAKE OFF UNSEEN AND UNHEARD IN UNKNOWN DIRECTION.

PCSO Barrett also reported that a further 14 vehicles had been entered on 9th November but the crime not reported. All vehicles were left unlocked and this followed similar incidents in other villages in the area.

DP thanked PCSOs Barrett and Nottingham for attending and reconvened the meeting at 7.08pm.

215/16 **Current items outstanding to include the Clerk's Report**

i. **Potholes** – KP referred to the sunken manhole cover near Minster View and asked that the Clerk chase Vodaphone for a quick repair. The Clerk was also instructed to report a pothole in Winn Moor Lane by Wainscott Cottage.

ACTION: Clerk

ii. **Christmas Lights (184iv/16)** – DP confirmed that the lights had been erected and looked splendid. NT2 proposed that a payment of £50 each should be sent to Mark Savage and Ben Turner, together with a letter of thanks for erecting the lights. This was seconded by DT and agreed unanimously.

ACTION: Clerk

iii. **Newsletters (184v/16)** – DP reported that there had been a delay in receiving and distributing the newsletters. There was also a problem in that the printers would not release the newsletters until a payment had been made by the Clerk, from her own account, direct into the printers' bank account. It was agreed that the printers should be asked to accept a cheque in future and that the preparation for the next edition should start earlier.

ACTION: Clerk

iv. **Meeting dates 2017/2018 (188/16)** – It was noted that the meeting dates for 2017/2018 were correct and could now be circulated and posted onto the website.

ACTION: Clerk

v. **East Leeds Orbital Road (198ii)** – DP reported that she had received a reply from LCC stating that pedestrians would still be able to cross the road at the same point. She felt that the increased volume and speed of the traffic had not been taken into account and agreed to take up the issue with Cllr Robinson.

ACTION: DP

vi. **Flag with Parish Council logo** – the flag had now been produced.

216/16 Planned Highway Maintenance Programme 2017/2018 – the programme was received and the contents noted.

217/16 Verge cutting – Two complaints had been received from local residents regarding the lack of warning from Continental Landscapes on the exact day that it would be attending to mow the verges. It was agreed that there was no way forward with the issue, due to constraints such as weather and staffing. It was agreed that residents who park on the verges, could undertake the mowing of the grass.

218/16 Annual Review of the Risk Assessment – it was agreed that all was in order.

219/16 Annual Return – Assertion 5 (Risk Management) - DP read out the assertion and it was agreed that the Parish Council followed all procedures.

220/16 Noticeboard for Shadwell Parks – TV advised that he was waiting on a telephone call from the resident, who had offered to let the Parish Council place a noticeboard on his wall. TV was asked to stress that the Parish Council should not be confused with the ecclesiastical parish. TV advised that he had measured up for a noticeboard and one to fit would cost in the region of £150. A brochure was on order.

ACTION: TV

221/16 Electoral Review of Leeds City Council: Draft Recommendations – the changes were noted and it was agreed to respond with the comment of no objection.

ACTION: Clerk

222/16 Planning -

i. The minutes were received.

ii. DT reported on three planning applications –

16/07022/FU/NE - Pump House, Bay Horse Lane - Single storey side/rear extension

The members felt that although a big extension, the property was in a large garden and would not cause any impact on the neighbours, so offered **no objection**.

16/07154/FU - 77 Ash Hill Drive - Amendment to previously approved application 16/05046/FU for two storey and single storey extension with chimney to side; single storey rear extension and new pitched roofs to front bay window and side porch. **No objection**

16/07321/FU/NE -10 Shadwell Park Court - First floor extension to rear and first floor window opening to the side.

The Committee noted that the extension faced Roundhay Park Road and so would not overlook neighbouring properties and therefore offered **no objection**.

DT advised that the application for change of use by Rebels17 had been agreed but with classes limited to 10 people. No parking issues had been noticed by members. It was also noted that the outline application for building houses in the garden of Spencer House had been approved but with many conditions imposed.

223/16 Finance

i. **Application for a grant - Good Companions** – NT2 proposed the request for a grant £250 should be agreed. This was seconded by NT and agreed by all who could vote. GW abstained, due to a declaration of interest.

ii. **Application for a grant – Shadwell Baby and Toddler Group** – DT proposed the request for a grant of £250 should be agreed. This was seconded by NT and agreed unanimously.

RESOLVED: to pay the above grants

224/16 Highways

i. **Carr Lane Closure** – Many comments and suggestions had been received from local residents. It was agreed to set up a Working Group to collate all the suggestions to send through as a document to Nicholas Hunt in Highways Dept. Advice would also be sought from Cllr Robinson. It was agreed that DP, KP, ES and NT2 would be members of the Working Group, with the Clerk in attendance. The Working Group would meet in early January.

ACTION: Clerk to arrange

ii. **Traffic Calming in Shadwell** – Suggestions had been received from a local resident regarding traffic calming in Shadwell. The Clerk was instructed to advise that a citywide 20mph limit around schools was in the offing and that Cllr Robinson was already trying to get the number of speed bumps in Shadwell reduced. The Parish Council had previously investigated erecting Speed Indicator Detectors but had found the cost prohibitive. The Clerk was instructed to reply to the local resident and also to resend through the quotes for the SID to members.

ACTION: Clerk

225/16 **Path 102 – blocked gulley** – The Clerk advised that a gulley near the exit to Path 102 on the ring road was constantly becoming blocked and the result was that Path 102 flooded. It was noted that this had been reported to LCC and would be followed up.

226/16 **Risk Assessment** – ES had completed the risk assessment for December, which was duly signed off by the Chairman. ES agreed to carry out the risk assessment in January, with DT undertaking it in February and NT2 in March.

227/16 **Neighbourhood Planning** – DP reported that Peter Baker had drawn up a timetable with specific tasks and the information to back up the policies. This would help when applying for grants. The next meeting was to be in January.

228/16 Reports from the Young People's and Older Person's Champions

i. **Young People** (NT) It was agreed that NT would report quarterly.

ii. **Older People** (VV) VV reported that the café had received a 5* rating from the Food Safety Inspectors. DT agreed to speak to Café Committee members to see which newspapers they would like provided and to ask John Sheret to provide and invoice the Parish Council monthly.

ACTION: DT

Reports from Council Representatives on Local Committees and Forums

i. **Shadwell in Bloom** (NT) Report received.

ii. **Shadwell Library Committee** (DT) Report received.

229/16 **Parish Council Surgery** – GW had hosted the surgery on Saturday 3rd December 2016 but received no visitors. He agreed to host the surgery on Saturday 7th January 2017.

It was noted that two letters had been placed in the suggestion box but did not have enough details to follow up. It was agreed that the notice in Shadwell News, regarding the Parish Council surgery, should have more detail.

ACTION: Clerk

230/16 Correspondence (Previously copied to Cllrs)

i. **Email from Elizabeth Holleran**, thanking the Parish Council for the grant in favour of the Village Hall was received.

231/16 **Questions from members of the Public** – There were no members of the public still present.

232/16 Items for next agenda Items for next agenda and urgent items which have arisen since publication of agenda –

i. **Invitation from Jan Varley to attend a dedication service for the new bench** – The Clerk was instructed to advise Ms Varley that the Parish Council would be pleased to attend any Saturday morning in January.

ACTION: Clerk

ii. **Letter from Dr Lee regarding potholes in the Bridle Path** – The Clerk was instructed to reply to Dr Lee and to contact Highways Dept. regarding the potholes at the Bridle Path/Holywell Lane junction.

ACTION: Clerk

233/16 **Invoices** – ES proposed the payment of the following cheques. This was seconded by NT2 and agreed unanimously.

177	J Ford (Village Maintenance)	£84.00 (Highways Act 1980 s 43.50)
178	L Hoff (petty cash)	£14.02 (LGA 1963 s5)
178	L Hoff (contribution to utilities)	£20.00 (LGA 1963 s5)
179	L Hoff re Ideas (newsletter printing)	£177.00 (LGA 1963 s5)
180	M&J Nurseries (plants)	£2420.65 (Highways Act 1980 s 43.50)
181	Good Companions (grant)	£250.00 (LGA 1972 s139 (3))
182	Shadwell Toddler Group (grant)	£250.00 (LGA 1972 s139 (3))
183	L Beales (Admin assistance)	£50.00 (LGA 1982 s142)
184	Mark Savage (Christmas tree)	£50.00 (Highways Act 1980 s 43.50)
185	B Turner (Christmas tree)	£50.00 (Highways Act 1980 s 43.50)
S/O	VA-L Trading (payroll)	£636.63 (LGA 1963 s5)
	TOTAL	£4002.30

234/16 **Part Two** – There was no Part Two.

235/16 **The next Parish Council meetings are confirmed as –**

Full Council meeting will be held on Monday 16th January 2017 at 7.00pm

Planning Committee meeting on Monday 16th January 2017 at 6.30pm

Finance Committee meeting on Monday 9th January 2017 at 7.00pm

Village Maintenance Committee meeting on Monday 9th January 2017 at 6.30pm

All meetings are held in the Recreational Centre, Holywell Lane

236/16 **Chairman closed the meeting at 8.29pm.**

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