

SHADWELL PARISH COUNCIL

Minutes of the Meeting of Shadwell Parish Council held remotely on Monday, 11th January 2020 using the Zoom platform (Subject to confirmation)

| | |
|---|---------------|
| Debbie Potter (DP) (Chairman) (Present) | 0113 265 7575 |
| Denise Trickett (DT) (Present) | 0785 028 3529 |
| David Ford (DF) (Present) | 0776 050 8890 |
| Daljit Sehmi (DS) (Present) | 0778 885 5168 |
| Emma Stapleton (ES) (Present) | 0789 438 6860 |
| Norman Taylor (NT) (Present) | 0113 273 7393 |
| Nirmal Tulwa (NT2) (Present) | 0789 490 8012 |
| Vidya Venkatesh (VV) (Present) | 0788 873 4464 |
| Geoffrey Wilson (GW) (Present) | 0113 273 7164 |

Clerk: Mike Woods 0775 171 8483
Email: clerk@shadwell-parish-council.org
Website: www.shadwell-parish-council.org

In attendance - the Clerk and, for part of the meeting, Harewood ward councillor Matthew Robinson.

The Chairman opened the meeting at 7:04pm.

266/20 **Apologies for absence** – none.

267/20 **Minutes** - the minutes of the meeting held remotely on 14th December were approved and signed by the Chairman.

268/20 **Declarations of interest** – none.

269/20 **Public Participation Session** – Cllr Matthew Robinson gave updates on the following issues:

- i. **Covid-19 in Leeds** – number of cases is still increasing in Leeds with a 14% positivity rate. Caseload still lower than many parts of the country, but peak is expected to be reached in about two weeks. LCC are keeping open as many services as possible, but most meetings are being cancelled.
- ii. **Parking bays outside shops** – Highways have been let down by contractors and completion is now expected by the end of March.
- iii. **Local Centres Programme** – Cllr R. is to question LCC about the future of the programme at a meeting on 13th January.
- iv. **Christmas decorations**– financial support to improve decorations for 2021 may be available from ward member allocations.
- v. **Site Allocation Plan** – LCC are proposing to remove 37 Green Belt sites from the Plan, including sites at Redhall Playing Fields and Scarcroft Lodge. Removal would not preclude future residential development of the sites but would make it less likely.

270/20 **Crime**

- i. **Monthly report** - the police crime report for December was noted. One crime were reported in Shadwell during the month: an attempted domestic burglary on Gateland Lane.

271/20 **Current items outstanding including the Clerk's report**

- i. **Potholes, etc** – none reported this month.
- ii. **Bottle banks** –LCC Waste Management have indicated that the most-recently suggested site would not be suitable because of noise nuisance for nearby residents. To continue to investigate alternatives in conjunction with ward councillors.

Action: All.

- iii. **Boundary stone adjacent to Holywell Lane** – still uncertainty about exact location. DF to visit site with resident.
Action: DF.
- iv. **Snow clearing** – contractor is still prepared to provide snow-clearing service on the terms previously agreed.
- v. **Hyacinth bowls to elderly residents** – DS & NT2 confirmed that bowls have been distributed and that recipients were very appreciative. Suggested that distribution should be repeated and widened next year. Visits revealed that some residents may need extra support during the current lockdown. Agreed to distribute a flyer with contact details of organisations that can offer practical help.
Action: Clerk to prepare flyer, DS to distribute.

272/20 **Items awaiting action by Leeds City Council**

- i. **Drainage problems, Gateland Lane** – still no progress – no one taking responsibility for cable ducting, and problem is causing flooding in basement. NT to pursue with LCC through ward councillor.
Action: NT.

273/20 **Public Space Protection Order (PSPO)** – DT reported that police had been made aware of recent incidents of dogs worrying sheep near Bridle Path Road and that a resident had suggested that a PSPO could help. Clerk confirmed that a dog PSPO is already in place for the whole of Leeds. Agreed to contact LCC Dog Warden Service for suggestions for improved signage or other possible measures.
Action: Clerk.

274/20 **Electric vehicle charging infrastructure** – Clerk reported that grants were only available for areas with a shortage off-street parking and that funding was cash-limited. Agreed not to pursue at this stage, but to explore other opportunities as and when they become available.

275/20 **Archiving policy** - reviewed and agreed with no amendments.

276/20 **Village Maintenance Committee** – updated terms of reference reviewed and agreed.

277/20 **Holywell Lane playground refurbishment** – DF reported that the working group are to meet with LCC shortly to discuss equipment provision. Hoping to start work on site in April.

278/20 **Christmas decorations** – further positive feedback received. DF reported that trees have now been taken down and that all decorations are in storage. DF to liaise with LCC and ward councillor regarding lamp post decorations for next Christmas.
Action: DF.

279/20 **Scouts and Guides play area** - still no response from land agent. DF to contact again.
Action: DF.

280/20 **East Leeds Orbital Road** – Zoom consultative forum scheduled for 12th January. Agreed NT2 to attend and report back at next meeting.

281/20 **Neighbourhood Plan** – local referendum is timetabled to coincide with the local elections in May 2021.
Post meeting note: The Cabinet Office has confirmed that there are no plans to delay the elections because of the Covid-19 pandemic.

282/20 **Highways**

- i. **Parking outside shops** – road markings still awaited (see minute 269ii, above).
- ii. **Speed Indicator Devices** – Clerk has made a further request for SIDs to be turned.
Action: Clerk to monitor and escalate if no progress.
- iii. **Ditch on Shadwell Lane** – a blocked culvert under Shadwell Lane is causing ditch to overflow and flood road, resulting in dangerous conditions in icy weather. Clerk has reported issue to LCC for urgent action.
Action: Clerk to monitor progress.

- iv. **New road signs** – new warning signs erected at the eastern approach to Main Street noted.

283/20 Planning

- i. **Parking space adjacent to 141 Main Street** – Planning Enforcement have declined to pursue because use is currently minimal but have suggested that Highways may be able to take action. Agreed to pursue with Highways.
Action: Clerk.
- ii. **Alterations to dwelling within Conservation Area** – Planning Enforcement have now confirmed that alterations do not need planning permission.
- iii. **Exterior air-conditioning units** - letter requesting that unit at front of dwelling be re-sited or screened more effectively to be sent to resident shortly.
Action: Clerk.
- iv. **Planning applications** - the following application was discussed:
- a. **20/08310/FU – Spencer House, Holywell Lane** – residential development of six houses and associated landscape works. Agreed to object on the following grounds:
- The development is not supportive of the aims of the draft Neighbourhood Plan because it does not include “smaller dwellings that make provision for older people and one- and two-person households” as set out in Policy HOU1.
 - Overdevelopment of the site.
 - Impact on established trees on site.
 - The positioning of plot 1 could cause overlooking of the neighbouring property.
 - Impact of extra traffic on Holywell Lane both during construction and after completion.
- Action:** Clerk to submit comments through LCC’s planning portal.

284/20 Finance

- i. **Q3 expenditure against budget** – position statement noted; no issues of concern identified. Reconciliation to bank statement as at 31st December 2020 to be confirmed at next meeting.
- ii. **2021-22 Budget** – resolved to agree budget for 2021-22 as presented, and to request a standstill precept of £39,000 for 2021-22. The council tax band D charge will be of £40.71 for the new year. The Chairman signed the precept return and will forward to the Clerk for countersignature.
Action: Clerk to sign and send return to LCC.

285/20 Village Maintenance

- i. **Work completed** - the Clerk reported that the contractor completed 14½ hours maintenance work during the month. Work included helping with Christmas trees, cutting back overhanging branches strimming greased areas, lagging the tap at the allotments, clearing leaves and putting up new sponsorship sign.
- ii. **Hedge bordering south side of Recreation Centre** – still waiting for contractor to cut back.
Action: Clerk to remind contractor.

286/20 Footpaths

- i. **Footpath booklet** – DT reported that that the booklet is now available in the Village Post Office/general store.
- ii. **Repairs to fence/gate at Ring Road entrance to path 102 and stile on path between Bay Horse Lane and Shadwell** – contractor to complete shortly.
Action: Clerk to monitor.

- 287/20 **January risk assessment** – completed by DS – no new issues. DS to undertake monthly risk assessments until further notice.
Action: DS.

288/20 Reports from Council Representatives on Local Committees and Forums

- i. **Shadwell Independent Library, Arts Centre and Café** – DT reported that the Library has closed again due to the Covid-19 lockdown.
- ii. **Shadwell in Bloom** – report by NT noted.

289/20 **Correspondence**

- i. **Grit Bins** – request for bin at Hastings Court noted. Agreed to contact ward councillor about the provision of LCC grit bins and the replenishment of grit in existing bins. Residents are reminded that grit provided by LCC or the Parish Council is for treating public paths and highways and should not be taken for use on private paths, drives or parking spaces.

Action: Clerk.

- ii. **Condition Wetherby Road/Carr Lane bus stops** – email from concerned resident noted. Agreed to contact First Leeds and WYMetro to request urgent refurbishment of both bus stops.

Action: Clerk.

290/20 **Councillors Queries**

- i. **Replacing stolen horticultural power tools** – agreed that NT should prepare a list of required equipment for consideration at next meeting.

Action: NT.

291/20 **Items for next agenda** – Christmas decorations for 2021, bottle banks, grit bins, Local Centres Programme, X99 bus stops, Village Hall, Recreation Centre, arrangements for 2021 annual parish meeting.

292/20 **Invoices** – resolved that the following payments should be made:

Note: *All payments are made under the General Power of Competence unless stated otherwise.*

| | | |
|-----|--|-----------|
| 554 | D. Potter (hyacinth bowls for older residents) | £255.00 |
| 555 | M. S. Woods (Zoom monthly subscription) | £14.39 |
| 555 | M. S. Woods (contributions towards Clerk's utility costs November) | £25.00 |
| 556 | Colour Display Ltd (PVC Christmas banner) | £108.00 |
| 557 | S. Dobson (NP website maintenance - replacement cheque for 100539 lost in transit) | £40.00 |
| 558 | P. Hallas (village maintenance December) | £159.50 |
| D/D | Public Works Loan Board (half-yearly loan repayment) | £1,689.32 |
| S/O | VA-L Trading (payroll) (1st January) | £641.79 |

Total

£2,933.00

293/20 **Local Centres Programme** – Clerk reported that letter to Leeds CEO expressing concern and disappointment regarding apparent withdrawal of funding has been sent (see also minute 269iii, above).

294/20 **Recreation Centre** – NT2 to set up a trustees' meeting via Zoom.

295/20 **Village Hall** – DF reported that internal works seem to have paused over Christmas. No indication yet as to when the hall will reopen.

296/20 **Agreed that the next Parish Council meeting will take place remotely using the Zoom platform on Monday, 8th February 2021 at 7:00pm.**

297/20 **The Chairman closed the meeting at 8:48pm.**

Signed: _____ Dated: _____