

SHADWELL PARISH COUNCIL

**Draft Minutes of the Meeting of Shadwell Parish Council
held remotely on Monday, 8th February 2021 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 parts of the meeting, two members of the public and Harewood ward councillor Matthew Robinson.

The Chairman opened the meeting at 7:03pm.

298/20 **Apologies for absence** – none.

299/20 **Minutes** - the minutes of the meeting held remotely on 11th January 2021 were approved and signed by the Chairman.

300/20 **Declarations of interest** – none.

301/20 **Public Participation Session**

- i. **Wike Golf Club – Planning application 18/06617/FU** – a consultant on behalf of objectors to the application gave a short presentation and answered questions on why, in his view, the Parish Council should object to the application. Agreed to consider later in the meeting.
- ii. **Heat pump** – in response to a recent letter from the Parish Council, a local resident explained his family's reasons for installing a heat pump to the exterior of their property and the difficulties in shielding the unit from sight. He also explained that the unit had been installed in accordance with current planning regulations. The Chairman thanked the resident for clarifying the position.
- iii. **Ward councillor's update** – Cllr Matthew Robinson gave updates on the following:
 - a. **Covid-19 in Leeds** – number of cases is now reducing Leeds with the positivity rate down to 8.8%. Caseload slightly higher than the Yorkshire & Humberside average but lower than many other parts of the country. Vaccinations are progressing well, with a new centre now open at Elland Road.
 - b. **Flooding** – exceptional recent rainfall and snow melt adding to an already very high water-table have cause multiple instances of flooding in the Leeds area, including one on Shadwell Lane. Council staff will deal with the Shadwell Lane flood as quickly as possible, but resources are limited, and residents are asked to be cautious and exercise patience until the work can be completed.
 - c. **Local Centres Programme** – LCC's Executive Board has cut funding by 50%. The implications for Harewood ward projects will need to be assessed.
 - d. **Police and Communities Together (PACT)** – Zoom meeting arranged for 7:00pm on 18th February – agreed DP or NT2 will attend. Clerk to forward details.

Action: Clerk.

302/20 Crime

- i. **Monthly report** – no crimes were recorded by the police in Shadwell during January.
- ii. **Anti-social behaviour** - recent incidents of young people on electric scooters being abusive to residents and causing danger to road users were noted. Residents are reminded that in the Leeds area it is still illegal to use electric scooters on roads, pavements, footpaths or bridleways. The Clerk confirmed that incidents have been reported to the police and that patrols are being stepped up.

303/20 Current items outstanding including the Clerk's report

- i. **Potholes, etc** – Clerk to report potholes on Ash Hill Lane, Crofton Rise and Winn Moor Lane.
Action: Clerk.
- ii. **Boundary stone adjacent to Holywell Lane** – DF and resident to visit site shortly.
Action: DF.
- iii. **Dog Fouling and adherence to the Countryside Code** – the Clerk confirmed that warnings about dog fouling and links to the Countryside Code have been posted on social media and on the Parish Council's website and DF is to continue to post reminders. LCC's Dog Warden Service have stepped up patrols and have confirmed that walkers allowing their dogs to foul public areas can and will be fined. DT to approach local landowners regarding signage warning of the possible consequences of sheep-worrying. DF to put up warning stickers where appropriate.
Action: DT & DF.
- iv. **Wetherby Road/Carr Lane bus stops** – the Clerk confirmed that WYCA have been asked to refurbish both stops.
- v. **Covid-19 flyers** – DS confirmed that flyers with contact numbers for help during the pandemic were distributed to elderly residents immediately after the previous meeting and were well received.

304/20 Items awaiting action by Leeds City Council

- i. **Drainage problems Gateland Lane** – NT pursuing with fibre service providers.
Action: NT.

305/20 **Bottle banks** – no suitable alternative sites identified. Agreed to approach landlord of Red Lion again.
Action: Clerk.

306/20 Grit Bins and winter weather

- i. **Refilling grit bins** - NT reported that the village maintenance contractor has recently been checking and refilling grit bins where necessary. NT to approach LCC to request a general replenishment before any further severe weather.
Action: NT.
- ii. **Additional bins** - agreed to purchase an additional 200 litre yellow bin to be located at Hastings Court and to review provision again in August.
Action: Clerk.
- iii. **Snow clearing** – the Clerk confirmed that the Parish Council arranged and funded additional extensive snow clearing on roads in the village on 14th January and 2nd February.
- iv. **Publicising services** – agreed to use social media and the website to publicise the Parish Council's activities to mitigate the effects of recent ice and snow.
Action: Clerk

307/20 **Annual Parish Meeting** – DP reported that Covid-19 restrictions mean that the APM planned for 21st April is unlikely to be able to go ahead, at least in its current format. Clerk to seek guidance from YLCA.
Action: Clerk.

308/20 **Right to regenerate** – recent consultation noted; resolved not to respond.

309/20 **Holywell Lane playground refurbishment** – DF reported that funding totalling over £100,000 has now been secured, and that further opportunities are being pursued, including a letter-drop to local residents. The Parish Council recorded their congratulations to the campaign group on their efforts and

agreed to fund the Contributing Third-Party (CTP) contribution for the largest grant out of CIL funds already committed.

Action: Clerk to complete required declaration.

310/20 **Christmas decorations** – DF to meet with LCC’s lead officer on 10th February to discuss options for Christmas 2021.

Action: DF.

311/20 **Scouts and Guides play area** – DF reported that Elizabeth Hastings’ Trust has failed to engage despite repeated requests. Agreed not to pursue any further at present.

312/20 **East Leeds Orbital Road** – feedback from NT2 and local resident noted. Coal Road is scheduled to close to through traffic in April. House building in Northern Quadrant is unlikely to start for one to two years, but there is still no clarity on the provision of schools and doctors’ surgeries.

313/20 **Neighbourhood Plan** – LCC are actively encouraging postal voting for May local elections. Steering committee are seeking clarity on implications for NP referendum.

314/20 **Highways**

i. **Parking outside shops** – road markings still awaited.

ii. **Speed Indicator Devices** – no progress.

Action: Clerk to escalate with LCC.

iii. **Parking space adjacent to 141 Main Street** – Reported to LCC Highways, passed to Enforcement Section for action.

Action: Clerk to monitor progress.

315/20 **Planning**

i. **Exterior heat pump** – the Clerk confirmed that letter had been sent to residents. See 301ii/20 above for response.

ii. **Planning applications** - the following applications were discussed:

a. **20/08059/FU/NE – 8 Crofton Terrace** – single-storey front extension; conversion of garage to habitable room; raising of roof height - **agreed to object** on the grounds that the alterations would impact upon the special characteristics of the terrace, that the proposed large ground floor windows to the western and northern aspect of the building would not be in keeping with the remainder of the terrace and that the rear ground floor extension would add significantly to the footprint of the dwelling and would be out of scale with the other properties in the terrace.

b. **20/08476/FU/NE - 6 Shadwell Park Avenue** – part two storey, part single storey rear extension; replacement covered porch extension to front; render finish to external walls; replacement roof tile covering; replacement windows and doors – **no objection**.

c. **21/00011/FU/NE – 5 Crofton Terrace** – alterations including single storey extension to rear incorporating existing outbuilding to form habitable room – **agreed to object** on the grounds that proposed ground floor rear extension would take up the whole of the existing yard area and would be much larger than any extensions to the neighbouring inner terrace houses and would detract from the special characteristics of the terrace. Further, the proposed large window to the western aspect of the dwelling would not be in keeping with the rest of the terrace.

d. **21/00261/FU/NE – 2 Shadwell Park Avenue** – alterations including gable roof extension to front; two storey part single storey side extension; porch extension to front; two storey garage to rear – **no objection**.

e. **18/06617/FU/NE – Wike Golf Club** (see 301i/20, above) – **agreed to object** on the grounds of the adverse impact on the Green Belt and traffic issues.

Action: Clerk to submit comments/objections through LCC’s Planning Portal.

316/20 Finance

- i. **Q3 reconciliation to bank statement** – reconciliation to bank statement as at 31st December 2020 confirmed and initialled by Chairman.
- ii. **2021-22 council tax base and precept return** – the Clerk confirmed that Shadwell’s 2021-22 tax base has been set at 958.0 and that the signed precept return has been emailed to LCC.

317/20 Village Maintenance

- i. **Work completed** - the Clerk reported that the contractor completed 19 hours maintenance work during the month. Work included distributing grit bags around village, checking grit bins and replenishing where necessary, spreading grit on footpaths and pavements and tidying at the shed.
- ii. **Hedge bordering south side of Recreation Centre** – contractor to complete in early spring.
- iii. **Replacement equipment** – NT reported that a resident has volunteered to improve the security of the shed following the break-in in the autumn. Resolved to authorise NT to order replacement horticultural power tools up to a total cost of £2,000, once the improvements are completed, and that the new equipment should be distributed around SIB volunteers to reduce the risk of future break-ins at shed.

318/20 Footpaths

- i. **Repairs to fence/gate at Ring Road entrance to path 102 and stile on path between Bay Horse Lane and Shadwell** – contractor has been delayed by poor weather and Covid-19 restrictions. To complete as soon as possible.
Action: Clerk to monitor progress.
- ii. **Bridle Path** – failure of the fence on the footbridge part way along the Bridle Path noted; Clerk to contact Harewood Parish Council to request repairs.

319/20 **February risk assessment** – completed by DS – no new issues. DS to undertake monthly risk assessments until further notice.

Action: DS.

320/20 Reports from Council Representatives on Local Committees and Forums

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

321/20 Correspondence

- i. **Safe Communities Fund** – noted that applications are open but agreed not to pursue because qualifying criteria not met.

322/20 Councillors Queries

- i. **Anti-social behaviour** – see 302/20, above.

323/20 **Items for next agenda** – Christmas decorations for 2021, bottle banks, grit bins, Local Centres Programme, Village Hall, Recreation Centre, refilling community grit bins, community land and arrangements for 2021 annual parish meeting.

324/20 **Invoices** – resolved that the following payments should be made:

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

559	M. S. Woods (Zoom monthly subscription and stationery)	£16.94
559	M. S. Woods (contributions towards Clerk's utility costs February)	£25.00
560	B. Turner Landscapes (taking down Christmas lights at Library)	£90.00
561	S. Dobson (NP website maintenance)	£80.00
562	P Hallas (village maintenance January)	£209.00
563	Bardsey Tree Services Ltd (snow ploughing 14/01 & 02/02)	£756.00
S/O	VA-L Trading (payroll) (1st February)	£641.79
Total		<u>£1,818.73</u>

325/20 **Local Centres Programme** – email from Leeds CEO noted (see also 301iiic/20, above).

326/20 **Community Land** – agents particulars noted, DP and Clerk to discuss best way to approach owners.
Action: DP & Clerk.

327/20 **Recreation Centre** – NT2 reported that a structural inspection has been carried out and that options are due to be considered at a trustees meeting arranged for 8th March. NT, NT2 and GW due to attend.

328/20 **Village Hall** – No contact from Parochial Church Council. Agreed to write to PCC to ask for a progress report.
Action: Clerk.

329/20 **Agreed that the next Parish Council meeting will take place remotely using the Zoom platform on Monday, 8th March 2021 at 7:00pm.**

330/20 **The Chairman closed the meeting at 9:12pm.**

Signed: _____ Dated: _____