

SHADWELL PARISH COUNCIL

**Draft Minutes of the Meeting of Shadwell Parish Council
held on Monday, 9th August 2021 in the Recreation Centre, Holywell Lane
(Subject to confirmation)**

Debbie Potter (DP) (Chairman) (Present)	0113 265 7575
Denise Trickett (DT) (Present)	0785 028 3529
David Ford (DF) (Apologies)	0776 050 8890
Daljit Sehmi (DS) (Present)	0778 885 5168
Emma Stapleton (ES) (Apologies)	0789 438 6860
Norman Taylor (NT) (Apologies)	0113 273 7393
Nirmal Tulwa (NT2) (Present)	0789 490 8012
Vidya Venkatesh (VV) (Apologies)	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 one resident and ward councillor Matthew Robinson.

The Chairman opened the meeting at 7:01pm.

77/21 **Apologies for absence** – apologies were received and approved from DF, ES, NT & VV.

78/21 **Minutes** - the minutes of the Parish Council meeting held on 12th July 2021 were approved and signed by the Chairman.

79/21 **Declarations of interest** – none.

80/21 **Public participation session**

- i. **Allotments** – a resident outlined possible ways of giving more residents access to allotments. Ideas included dividing plots, associate membership and pairing with existing plot holders. Agreed to explore options with allotment holders.
Action: Clerk.
- ii. **Ward councillor's update** – Cllr Matthew Robinson gave updates on the following:
 - a. **Local Centres Programme** – as funding has been halved, parish councils are being asked to review their proposals to see whether costs can be reduced, funding obtained from elsewhere or whether other schemes would now be more appropriate. Ward members and LCC officers are still keen to see schemes going ahead. Agreed to urgently review existing proposals.
Action: Clerk to prepare options paper to consideration at next meeting.
 - b. **Christmas Lights** – a grant towards the cost of additional lights may be available from ward members funds.
Action: Clerk to apply for grant.
 - c. **ELOR** – LCC are considering putting in place a 30mph limit on Winn Moor Lane. DoT guidance precludes speed humps because there is no street lighting, but installation of a chicane is a possibility if traffic problems worsen. Skelton Lane is expected to reopen on 23rd September, but Thorner Lane may then be closed for a period.
 - d. **Crossing Ring Road at path 102** – LCC are unlikely to agree to a footbridge or pelican crossing as requested by the Parish Council because of proximity to junction with Roundhay Park Lane. The less preferable option, a pavement along the south side of Ring Road is more likely. MR to pursue.
 - e. **20mph limit** – still waiting for LCC officers to finalise proposals. Likely to include 20mph limit on side streets and on stretch of Main Street near school.
 - f. **Carr Lane, Thorner side** – MR to forward request for road surface to be repaired.

g. **Parish council charter** – no progress; MR to remind LCC officers that still outstanding.

81/21 **Crime**

- i. **Monthly report** – no crimes were recorded by the police in Shadwell during July.

82/21 **Current items outstanding including the Clerk's report**

- i. **Potholes, etc** - Clerk confirmed that potholes on Blind Lane and Colliers Lane have been reported.
- ii. **Boundary stones** – resident is planning to prepare a trail detailing locations of all known boundary stones.
- iii. **Wetherby Road/Carr Lane bus stops** – resident informed of West Yorkshire Combined Authority's negative response to request for better facilities. Undergrowth now cut back by LCC.
- iv. **Litter pickers** – now ordered; delivery expected by the end of August.
- v. **Foster4Leeds** – promotional material now received; to be publicised on website and through social media.

Action: Clerk.

83/21 **Items awaiting action by Leeds City Council**

- i. **Roundhay Park Lane** – As no response to emails, Clerk has written direct to LCC's Chief Highways Officer.

Action: Clerk to monitor progress.

84/21 **Financial Regulations** – DP and Clerk to meet to go through in detail.

Action: DP and Clerk.

85/21 **Complaints procedure** – reviewed; resolved to readopt without amendments.

86/21 **Empty farm buildings** – no further incidents reported. To monitor.

87/21 **Christmas lights** – proposal to publicise a trail showing houses with displays welcomed. To consider at next meeting.

88/21 **Leeds Compassionate City Awards 2021** – possible nominees considered. NT2 to look at nomination procedure.

Action: NT2.

89/21 **Scouts and Guides activity area** – no update available.

Action: DF to report at next meeting.

90/21 **Holywell Lane playground** – refurbishment completed and now fully open. Feedback from users generally positive.

91/21 **Newsletter** – various suggestions for next issue noted. DP and Clerk to take forward.

Action: DP and Clerk.

92/21 **Liaison events**

- i. **Local parish meeting** – topics discussed at 27th July meeting noted. Next meeting 15th September in Thorner. DP and one other councillor to attend.
- ii. **Town and Parish Forum 29th July** – no feedback available.

93/21 **East Leeds Orbital Road**

- i. **Progress report** – see minute 80iic/21 above.
- ii. **Traffic surveys** – as no response to email, Clerk has written direct to LCC's Chief Highways Officer.

Action: Clerk.

94/21 **Neighbourhood Plan**

- i. **Paper copies** – now received and distributed to councillors present and VV. Two copies to be placed in library.
- ii. **Taking forward** – All councillors to make themselves familiar with contents.
Action: All.

95/21 **Highways**

- i. **Safety issues on Ring Road** – see minute 80iid/21, above.
- ii. **Speed limits** – see minute 80iie/21, above.

96/21 **Planning Committee**

DT reported on the meeting held earlier in the evening. One application was considered:

- i. **21/05868/FU – 7 Shadwell Park Avenue** – Single storey front, side and rear extension; bi-folding doors to rear; access ramps with balustrade to side and rear – **no objection**, but to comment that extension seems close to adjacent property.

Action: Clerk to submit comments through LCC's Planning Portal.

97/21 **Finance**

- i. **Finance committee meeting 26th July** – DP reported that Q1 accounts had been checked and the bank reconciliation as at the end of June confirmed. No matters of concern identified.
- ii. **2020-21 accounts** – the Clerk confirmed that the period for the exercise of public rights ended on 4th August and that no requests had been received.

98/21 **Village Maintenance**

- i. **Work completed** - the Clerk reported that the contractor completed 13 hours of maintenance work during July. Work included strimming, clearing undergrowth, cutting back weeds, trimming hedges and collecting waste plant material for transport to waste disposal site.
- ii. **Flagstones** – the Clerk confirmed that a letter has been sent to Highways' depot to confirm availability for repairs.

99/21 **Footpaths**

- i. **Signs for Path 102** – estimate requested, Clerk to follow up.
Action: Clerk.
- ii. **Overgrown paths** – awaiting action by contractor.

100/21 **August risk assessment** – completed by DS; village noticeboard near shops needs repairs. Clerk to arrange.

Action: Clerk.

101/21 **Parish Council surgeries** – GW reported that there were no attendees at the August surgery. Next surgery 10:00 am Saturday, 4th September – GW to attend. Clerk to publicise on website and social media.

Action: Clerk and GW.

102/21 **Reports from Council Representatives on Local Committees and Forums**

- i. **Shadwell Independent Library, Arts Centre and Café** – report by DT noted.
- ii. **Shadwell in Bloom** – no report this month.

103/21 **Correspondence**

- i. **National Resilience Strategy** – call for evidence noted.

104/21 **Councillor queries**

- i. **Cold calling exclusion zones** – Clerk to recirculate report considered at November 2019 meeting.
Action: Clerk

105/21 **Items for next agenda** – Christmas lights, scarecrow hunt, allotments, meeting arrangements in colder weather, Local Centres Programme, Recreation Centre and Leeds Compassionate City awards

106/21 **Invoices** – resolved that the following payments should be made:

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

590	Briggs Brothers (Silsden) Ltd (hardcopies of Neighbourhood Plan)	£220.00
591	The Helping Hand Company Ltd (litter pickers and hoops)	£111.60
592	M. S. Woods (Zoom monthly subscription August)	£14.39
592	M. S. Woods (LCN.com emails annual subscription)	£20.39
592	M. S. Woods (stationery)	£3.55
592	M. S. Woods (contributions towards Clerk's utility costs August)	£25.00
593	P. Hallas (village maintenance July)	£143.00
S/O	VA-L Trading (payroll) (1st August)	£641.79

Total **£1,179.72**

107/21 **Local Centres Programme** – see minute 80iia/21 above.

108/21 **Shadwell Medical Centre** – noted that services at the surgery are being administered by Street Lane Practice on an interim basis. It is anticipated that a permanent solution will be in place before the end of October.

109/21 **Recreation Centre** – awaiting trustees' signatures before application for charitable status can be finalised.

Action: NT2, GW & NT to monitor progress.

110/21 **Next meetings**

Planning Committee – 6:30pm, Monday, 13th September 2021

Full Council - 7:00pm, Monday, 13th September 2021

All meetings are held in the Recreation Centre on Holywell Lane and are open to the press and public. National guidance on Covid-19 protection measures will be observed.

111/21 **The Chairman closed the meeting at 8:32pm.**

Signed: _____ Dated: _____