

SHADWELL PARISH COUNCIL

*Draft Minutes of the Meeting of Shadwell Parish Council
held on Monday, 11th April 2022 in Shadwell Library, Main Street
(to be confirmed)*

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) (Apologies)	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) (Apologies)	0788 873 4464
Geoffrey Wilson (GW) (Apologies)	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 one member of the public.

The Chairman opened the meeting at 7:00pm.

353/21 **Apologies for absence** – apologies from DS, GW and VV were received and approved.

354/21 **Minutes** - the minutes of the Parish Council meeting held on 14th March 2022 were approved and signed by the Chairman.

355/21 **Declarations of interest** – none.

356/21 **Public participation session** – no comments or questions.

357/21 **Crime**

- i. **Monthly report** - the report from PCSO Barratt was noted. No crimes were reported in Shadwell during March.

358/21 **Current items outstanding including the Clerk's report**

- i. **Potholes, etc.** – fly-tipping on Winn Moor Lane reported to LCC; defective signs on Charville Gardens and Colliers Lane reported; potholes on Manor Court and poor road surface and potholes on Main Street to be reported.
- ii. **Insurance claim** – further details requested by insurers supplied. Settlement awaited.
Action: Clerk to monitor progress.
- iii. **Christmas lamppost motifs** – extra eleven lamppost motifs and controllers ordered.
- iv. **Holywell Lane Playground** – letter sent to playground committee requesting additional signage that dogs should be kept on leads. Committee to discuss at next meeting.

359/21 **Dog Fouling** – concerns of resident noted; need definite evidence of fouling before LCC dog wardens can take action. Agreed to put reminder in newsletter and on social media.

Action: Clerk.

360/21 **Annual Parish Meeting 4th April** – agreed went well, although attendance disappointing. Presentation by LCC on Climate Change helpful and thought provoking.

361/21 **Policies and procedures**

- i. **Standing Orders** – DP and DT meeting shortly to review; to report back at next meeting.

Action: DP & DT.

362/21 **Climate Change** – noted LCC’s agreement to follow up on lists of suppliers and possibility of bulk buying solar panels, etc. Agreed to pursue planting of trees on unused land with local landowners and to encourage car sharing through social media.

Action: Clerk & DF.

363/21 **Queen’s Platinum Jubilee – 2nd to 5th June 2022**

- i. **Working Party** – DP and DF reported on progress including on planning events, catering and options for commemorative items.

- ii. **Bunting** – agreed to authorise extra hours for contractor to put up bunting for Jubilee celebrations. NT to confirm contractor’s availability.

Action: NT.

364/21 **East Leeds Orbital Road**

- i. **ELE Consultative Forum 25th March** – no feedback available.

- ii. **Traffic surveys** – Clerk to contact Chief Highways Officer again.

Action: Clerk.

365/21 **Portacabins** – no further progress; but see 377/21 below.

366/21 **External meetings**

- i. **Schedule of forthcoming meetings** – updated schedule noted; Clerk to update and circulate periodically.

Action: Clerk.

- ii. **Other meetings** – DP gave feedback on YLCA councillors’ discussion forum, which emphasised the need for ongoing training for parish councillors.

367/21 **Highways**

- i. **Proposed 20mph limit** – still awaiting proposals from Highways.

- ii. **Safety issues on Ring Road** – no progress; Clerk to contact Principal Engineer.

Action: Clerk.

368/21 **Planning Committee**

DT reported on the meeting held earlier in the evening. Three applications were considered:

- i. **22/01652/FU – 6 Manor Court** – two storey part single storey side and rear extension, open porch to front with canopy over – agreed to **object** on the grounds that the extension would overshadow neighbouring dwellings and impact upon their privacy.

- ii. **22/01715/FU – 12 Shadwell Park Court** – two storey part single storey side/rear extension – **no objection**.

- iii. **22/01728/FU – 10 Manor Court** – part two storey side extension and single storey front and rear extension – **no objection**.

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

- iv. **Manor Farm** – agents have confirmed that repairs are to be made to roof of outbuilding.

- v. **Leeds Golf Centre, Wike Ridge Lane** – noted that the Plans Panel has deferred the application, pending further representations by the applicants and a further site visit.

369/21 **Finance**

- i. **Precept** – Clerk confirmed that the 2022-23 precept (£40,170) and council tax support grant (£324) have been received from LCC.

- ii. **Annual return and internal audit** – Clerk to complete annual return and arrange internal audit.

- iii. **Grant request** – agreed to provide a grant of £250 to Shadwell Cricket Club in support of the club’s current fundraising appeal.

- iv. **Ukraine refugee appeal** – advice from YLCA noted.

370/21 Village Maintenance

- i. **Work completed** - Clerk reported that the contractor completed 11¼ hours of work during March which included trimming back hedges, removing plant waste, putting up “no cycling” signs and repairs to shed.
- ii. **Asset register** – updated register checked and approved; NT checking location of two Stihl Li-ion batteries.
Action: NT.
- iii. **Event gazebo** – agreed to purchase one or two gazebos up to a cost of £1,000 to protect residents at events during inclement weather and to seek grant funding from ward councillors towards the cost.
Action: Clerk.

371/21 Footpaths

- i. **Signs for Path 102** – signs now installed but contractor to swap around.
Action: Clerk to monitor progress.
- ii. **Stiles on Hobberley Lane/A58 footpath** –repairs completed.

372/21 **April risk assessment** – DS’s report notes that bench near school needs securing. No other issues. NT has arranged for contractor to check over and refurbish benches as necessary in a rolling programme over the summer months.

373/21 **Parish Council surgery 2nd April** – conducted by GW; one attendee: concerns about road surface and potholes on Main Street. Clerk has replied and is to report issues to LCC.

Action: Clerk

GW to conduct next surgery, 10:00am, Saturday, 7th May in Shadwell Library.

374/21 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** – report by NT noted. See <https://tinyurl.com/2s424w4n>

375/21 Correspondence

- i. **Roadworks and traffic disruption** – availability of database and on-line training course noted.
- ii. **YLCA Training Programme: April – May** – courses available noted; all councillors encouraged to take advantage of training opportunities available.

376/21 **Local Centres Programme** – Clerk confirmed that all businesses have agreed in principle to new signage. Clerk to liaise with LCC on design. Placement of benches still to be finalised. Site meeting arranged with ward councillor and new LCC lead officer on 20th April, ES and Clerk to attend.

Action: Clerk, ES.

377/21 **Recreational Centre** – NT2 reported on trustees meeting held on 23rd March. Application for charitable status proceeding. Architect to be engaged to examine options for site. Use of portacabin(s) with suitable cladding still an option. Working group to oversee development and raise funding being considered.

Action: NT2 to report progress.

378/21 Councillor queries

- i. **Abandoned vehicle** – noted; Clerk to check with PCSO and LCC. (Post meeting note: statutory notice for removal now posted by LCC).
- ii. **Potholes** – noted near Shadwell bridge; Clerk to report.

379/21 **Items for next agenda** – committee membership, four-year strategy, Queen’s Platinum Jubilee, year-end accounts, Local Centres Programme and Recreational Centre.

380/21 **Next meetings**

Finance Committee – 7:00pm, Monday, 25th April 2022

Planning Committee – 6:30pm, Monday, 9th May 2022

Annual Meeting of the Council and Full Council - 7:00pm, Monday, 9th May 2022

Please note that the **Village Maintenance Committee** meeting schedules for 25th April has been **CANCELLED**.

All meetings will be held in **Shadwell Library**, Main Street. Meetings are open to the press and public. National guidance on Covid-19 protection measures will be observed.

381/21 **Invoices** – resolved that the following payments should be made:

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

642	Shuffles Entertainment Ltd (deposit for Jubilee children's entertainer)	£125.00
643	M. S. Woods (utilities contribution April)	£30.00
643	M. S. Woods (Microsoft Office 365 annual subscription)	£113.76
644	Ripon Farm Services (three replacement Stihl AP200 Li-ion batteries)	£420.01
645	Shadwell Independent Library Ltd (meeting room rental Jan to March 22)	£30.00
646	Yorkshire Local Councils Associations (annual membership fee)	£577.00
647	Parish Magazine Printing (spring newsletter)	£169.50
648	N. Taylor (replacement high-security padlock for PC shed)	£87.88
648	N. Taylor (fuel for lawnmowers, etc.)	£28.82
649	P Hallas (village maintenance March)	£123.75
650	Shadwell Cricket Club (grant)	£250.00
SO	VA-L Trading (payroll) (28th February)	£641.79
Total		£2,597.51

382/21 **The Chairman closed the meeting at 8:15pm.**

Signed: _____ Dated: _____