

# SHADWELL PARISH COUNCIL

**Draft Minutes of the Meeting of Shadwell Parish Council  
held on Monday, 13<sup>th</sup> February 2023 in Shadwell Library, Main Street  
(to be confirmed)**

Debbie Potter (DP) (Chairman) (Present)	0113 265 7575
Denise Trickett (DT) (Vice-Chairman) (Present)	0785 028 3529
David Ford (DF) (Present)	0776 050 8890
Daljit Sehmi (DS) (Present)	0778 885 5168
Emma Stapleton (ES) (Apologies)	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) (Present)	0113 273 7164

Clerk: Mike Woods 0775 171 8483  
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Website: [www.shadwell-parish-council.org](http://www.shadwell-parish-council.org)

**In attendance** - the Clerk, ward councillor Ryan Stephenson (part) and one member of the public (part).

290/22 **Apologies for absence** – apologies were received and approved from ES & VV.

291/22 **Minutes** - the minutes of the meeting of the Parish Council held on 16<sup>th</sup> January 2023 were approved and signed by the Chairman.

292/22 **Declarations of interest in respect of this meeting** – DP and NT declared an interest regarding item 306ii/22 and left the meeting room when that item was discussed.

293/22 **Public participation session**

- i. **Resident's issues** – the following issues were raised:
  - a. **Pavement on Roundhay Park Lane** – hedge and undergrowth are impinging on what is already a very narrow footpath – Cllr Stephenson agreed to pursue with LCC.
  - b. **Coal Road/Main Street junction** – speeding vehicles – Cllr Stephenson to ask police to make more regular patrols, Clerk to ask LCC to reconsider traffic calming measures (speed bumps or rumble strips).
  - c. **Missing “double bend” sign Gateland Lane/Winn Moor Lane junction** – Cllr Stephenson to report to Highways.
- ii. **Ward councillor's update** – Cllr Stephenson gave updates and responded to questions on the following issues:
  - a. **Local Centres Programme** – LCC officers and ward councillors have explored various options, but it has not been possible to identify a scheme that would meet the programme criteria whilst also providing value for money. Funding for commemorative benches, planters and possibly a replacement noticeboard will be found from other sources.
  - b. **Planning** – LCC has begun consultation in preparation for the ‘Leeds Local Plan 2040’. This seeks views on what new development could potentially take place and where up to 2040, and includes an opportunity for landowners, developers, stakeholders and communities to suggest pieces of land to be considered for future development. The consultation closes on 24<sup>th</sup> March.
  - c. **20mph zone** – expected to be implemented in Shadwell shortly.
  - d. **Bus services** – rising costs for operators and reduced passenger numbers (compared to pre-Covid) are putting pressure on existing services.

The Chairman thanked Cllr Stephenson for his updates and for agreeing to pursue the issues identified.

294/22 **Crime**

- i. **Monthly Police report** – the report from PCSO Barratt was noted. Two crimes were reported during January: an attempted burglary on Ash Hill Drive and a burglary at an empty house on Shadwell Park Drive.

295/22 **Current items outstanding including the Clerk's Report**

- i. **Potholes, etc.** – no new potholes reported this month, but DP reported that resurfacing had been carried out on Blind Lane and sections of Winn Moor Lane.
- ii. **Village noticeboard** – NT reported wall needs repairing before noticeboard can be installed, suitable materials are being sourced.  
**Action:** NT.
- iii. **Stiles at Winn Moor Lane, Ash Hill Lane, Brandon Lane and between Hobberley Lane and Wetherby Road** – all still awaiting repairs. Clerk to review and to pursue with contractor.  
**Action:** Clerk.
- iv. **Trees overhanging Cricketers View** – some work seems to have been done, but not clear whether trees have been cut back as requested.  
**Action:** Clerk and NT2 to check.
- v. **Hedges at Spencer House** – another message left for agent, but still not cut back.  
**Action:** Clerk to escalate with LCC.
- vi. **Amplification for parish council meetings** – reduced estimate received, guidance from resident suggests that portable PA system could be effective, but Clerk to investigate existing rarely-used equipment at Library before pursuing further.  
**Action:** Clerk.
- vii. **Gazebo weights** – now received and transferred to shed for storage.

296/22 **Elections** – noted that parish council elections are scheduled for 4<sup>th</sup> May 2023. Clerk to recirculate details of on-line briefing session for candidates organised by LCC.

**Action:** Clerk.

297/22 **Annual Parish Meeting 3<sup>rd</sup> April** – agreed to invite police and ward councillor(s). agreed that DT to invite speaker from “Leeds Year of Culture 2023”, and that Clerk would look to invite a speaker on rewilding.

**Action:** Clerk/DT.

298/22 **Climate Change** – NT reported on an initiative to use heat-pump technology to provide heating for around 300 houses in a village in the south of England.

299/22 **Social media** – NT2 to arrange a meeting with interested resident and Clerk to discuss the best way forward.

**Action:** NT2 & Clerk.

300/22 **Coronation celebrations 6<sup>th</sup> & 7<sup>th</sup> May** – DF gave a verbal update on progress. The Village Hall has been booked to show the coronation ceremony live on a big screen, with tea, coffee and cakes available. On Sunday, a barbeque is planned for Holywell Lane Playground, with a children’s entertainer. Permission to close Holywell Lane to through traffic for the duration of the event is being sought to keep everyone safe. A scarecrow competition is being arranged for the weekend.

**Action:** Working party to continue planning, Clerk to write to YCA to ask them to provide catering at the Village Hall event.

301/22 **Spring newsletter** – agreed to include local elections, parking issues, brown bin collections, precept and council tax, LCC Year of Culture and proposals for the Recreation Centre.

**Action:** DP and Clerk.

302/22 **East Leeds Orbital Road** – response from ELOR team noted. NT reported that delays turning from A58 junction had reduced. No new issues identified.

**Action:** To monitor, and Clerk to report any new issues as they arise.

### 303/22 External meetings

- i. **Forthcoming meetings** – updated schedule noted, and attendees agreed.
- ii. **Meetings attended** – verbal report by DP on recent ONE forum meeting noted.

### 304/22 Highways

- i. **20mph consultation** – see item 293iic, above.
- ii. **Parking issues at Church Farm Garth** – Clerk to ask LCC parking enforcement officers to visit at key times.  
**Action:** Clerk.
- iii. **Park Lane/Roundhay Park Lane/A6120 junction** – concerns raised by resident about timings of traffic lights noted. Agreed to report to LCC.  
**Action:** Clerk

### 305/22 Planning Committee

DT reported on the meeting held earlier in the evening. Only one application was considered during the meeting (NT2 and DS declared an interest to the following item, and left the room whilst the committee discussed that application).

- i. **23/00519/FU – 21 Cricketers View** – alterations including dormer window, with feature glazing and Juliet balcony and rooflight to front; single storey infill extension to front; loft conversion incorporating dormer window to rear with Juliet balconies; new window to side elevation at first floor. Five residents attended the committee meeting to express concerns about the application. After hearing the concerns and considering the plans, the committee agreed to **object** to the application on a variety of grounds including overdevelopment, overshadowing and not in accordance with various aspects of the Shadwell Neighbourhood Plan.
- ii. **Other planning issues** – Other matters on the committee's agenda were deferred to this meeting:
  - a. **Manor Farm** – email and outline development proposals provided by agents noted. Agreed to acknowledge but to await formal planning application before commenting.
  - b. **23/00195/FU – 9 Gateland Drive** – single storey rear extension; first floor rear extension; part first floor/part two storey rear extension – **no objection**.
  - c. **23/00266/FU – 2 Shadwell Park Avenue** – single storey rear extension linking to previously approved double garage - **no objection**.
  - d. **23/00511/FU – 12 Shadwell Park Grove** – variation to previously approved plans (considered 14/11/22 no objection) – **no objection**.

**Action:** Clerk to object/comment via LCC's planning portal and reply to agents for Manor farm as appropriate.

### 306/22 Finance

- i. **Precept return** – the Clerk confirmed that the 2023/24 return was emailed to LCC on 26<sup>th</sup> January 2023.
- ii. **Grant request** – agreed to provide a grant of £600 towards the cost of an event to express thanks to Shadwell in Bloom volunteers for their hard work in enhancing the appearance of the village.
- iii. **Community Infrastructure Levy** – the Clerk confirmed that payments totalling £18,275.61 had been received from LCC in respect of the housing development in the grounds of Spencer House.

### 307/22 Village Maintenance

- i. **Work completed** - Clerk reported that the contractor completed 18 hours of work during January which included checking and refilling grit bins, collecting and sorting waste of composting and disposal, taking waste for disposal and assisting with taking down Christmas lights.

308/22 **February risk assessment** – report from DS noted. Concerns expressed that various issues previously highlighted are still outstanding. NT to pursue with contractor. (**Post meeting note:** contractor has worked extra hours to clean and secure various benches throughout the village. Some repainting to be done when weather conditions allow).

309/22 **Parish Council surgery 4<sup>th</sup> February** – conducted by GW, no attendees.

GW to conduct next surgery, 10:00am, Saturday, 4<sup>th</sup> March in Shadwell Library.

310/22 **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/4p8d859s>).

311/22 **Correspondence** – none.

312/22 **Commonwealth War Graves sign** – Curate has indicated that the PCC is to install sign very shortly.  
**Action:** To monitor progress.

313/22 **Local Centres Programme** – see comments from Cllr Stephenson at 293iia, above.

314/22 **Recreation Centre** – NT2 reported on a recent trustees’ meeting and the decision by the trustees to explore transferring the building and land to the Parish Council, which was welcomed. Agreed in principle to pursue the transfer, subject to full consideration of the legal, financial and administrative implications.

**Action:** NT2 to obtain copies of relevant documents, and to identify possible sources of legal advice.

315/22 **Public Participation** – no members of the public present at this point in the meeting.

316/22 **Councillors’ queries** – DT suggested inviting the Leeds’ Lord Mayor to the village in October to celebrate the 10th anniversary of the opening of Shadwell Independent Library. The event could be combined with a visit to the village school and a meeting with SIB volunteers.

317/22 **Items for next agenda** – Recreation Centre, social media, parish council elections, Annual Parish Meeting, coronation events, amplification equipment and Leeds Local Plan 2040.

318/22 **Next meetings**

**Planning Committee** – 6:30pm, Monday, 13<sup>th</sup> March 2023

**Full Council** - 7:00pm, Monday, 13<sup>th</sup> March 2023

**Annual Parish Meeting** – 7:00pm, Monday 3<sup>rd</sup> April 2023 (venue to be decided)

All meetings will be held in **Shadwell Library**, Main Street. Meetings are open to the press and public.

319/22 **Invoices** – resolved that the following payments should be made:

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

714	M. S. Woods (utilities contribution February)	£30.00
714	M. S. Woods (stamps and stationery)	£5.44
715	Ripon Farm Services (replacement polycut mower heads and blade sets)	£149.16
715	Ripon Farm Services (rigger gloves x 2)	£7.20
715	Ripon Farm Services (replacement lawnmower blade)	£29.83
716	Viking Payments (gazebo weights)	£80.96
717	Shadwell Independent Library Ltd (room hire Oct - Dec 2022)	£40.00
718	P. Hallas (Village maintenance January)	£198.00
719	Shadwell in Bloom (grant agreed at meeting)	£600.00
S/O	VA-L Trading Ltd (January payroll)	£700.01

**Total**

**£1,840.60**

320/22 **The Chairman closed the meeting at 9:15pm.**

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_