

SHADWELL PARISH COUNCIL

**Draft Minutes of the Meeting of Shadwell Parish Council
held on Monday, 14th August 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) (Apologies)	0776 050 8890
Daljit Sehmi (DS) (Present)	0778 885 5168
Norman Taylor (NT) Apologies)	0113 273 7393
Nirmal Tulwa (NT2) (Present)	0789 490 8012
Geoffrey Wilson (GW) (Absent)	0113 273 7164

Clerk: Mike Woods 0775 171 8483

Email: clerk@shadwell-parish-council.org

Website: shadwell-parish-council.org

In attendance - the Clerk.

The Chairman opened the meeting at 7:00pm

96/23 **Apologies for absence** – apologies were received and approved from DF and NT. GW was not present.

97/23 **Minutes** - the minutes of the meeting of the Parish Council held on 10th July 2023 were approved and signed by the Chairman.

98/23 **Declarations of interest in respect of this meeting** – none.

99/23 **Public participation session** – no members of the public present.

100/23 **Crime**

- i. **Monthly Police report** – the report from PCSO Barratt was noted. One crime was reported during July: the theft of a vehicle from Shadwell Park Grove.

101/23 **Current items outstanding including the Clerk's Report**

- i. **Potholes** – no reports this month.
- ii. **Second commemorative bench** – now ordered, delivery expected September.
- iii. **Sign at Winn Moor Lane** – still awaited.
Action: Clerk to chase again.
- iv. **Verge creep, Roundhay Park Lane** – resident has reported that verges have been cut back.
Action: Clerk to check.
- v. **Commemorating war graves in St Paul's churchyard** – PCC have confirmed that two signs have been approved by the Commonwealth War Grave Commission and will be installed during the CWGC's next maintenance cycle.
- vi. **Aggressive horses** – referred to LCC on Police advice. No response received.
Clerk to pursue.
- vii. **Allotments** – vacant plot (2A) now allocated to new tenant.
- viii. **Mobile phone coverage** – EE have confirmed that a mast covering the Stricklands/Ash Hills has been faulty for some time and that access issues have delayed repairs. Should be resolved in the next few weeks.
- ix. **Connectivity drop-in sessions** – agreed to circulate advert to gauge interest.
Action: Clerk.
- x. **Dead tree at bus terminus** – reported to LCC and referred to Forestry Service for detailed inspection.
- xi. **Parking on Main Street** – concerns referred to Tennis Club and reply sent to resident.

- xii. **Leeds Local Plan Update** – agreed to offer of presentation by developer. Clerk to arrange.
Action: Clerk.
- 102/23 **Parish councillors**
- i. **Resignation** – the recent resignation of Cllr Emma Stapleton was noted. Councillor expressed their thanks to Cllr Stapleton for her years of service to the local community and wished her well for the future.
 - ii. **Co-option to fill vacancy following May election** – DP reported on recent interviews with the two candidates who expressed interest. Resolved to co-opt Peter Gruen to fill the vacancy.
 - iii. **Vacancy following resignation of Cllr Stapleton** – noted that the vacancy is currently advertised, and that the deadline for electors to request an election expires on 17th August. **Post-meeting note:** no election was requested, so vacancy will be filled by co-option at an extraordinary meeting to be held on 25th August at 4:00pm.
- 103/23 **Meeting dates** – to reconsider at September meeting.
- 104/23 **Standing orders** – DP and DT to review and report back.
Action: DP & DT.
- 105/23 **Christmas lights** – quotation for hire of lamppost motifs agreed. Clerk to approach ward councillors for financial support. Agreed that switch-on event should be on 24th November. NT2 to lead community working group to plan event, with support from other parish councillors.
Action: NT2 & Clerk
- 106/23 **Climate change** – no new issues. Clerk to check suitability of training courses as they become available.
Action: Clerk.
- 107/23 **East Leeds Orbital Road** – no new issues.
- 108/23 **External meetings**
- i. **Forthcoming meetings** – updated schedule noted, and attendees agreed.
 - ii. **Meetings attended** – nothing to report.
- 109/23 **Highways**
- i. **20mph limit signage** – still waiting for installation to start.
 - ii. **Colliers Lane** – Clerk confirmed that a request to resurface the lower section of Colliers Lane had been submitted to Highways.
 - iii. **Speed limit on Shadwell Lane** – email from resident and reply by Clerk noted.
 - iv. **Coal Road** – no update available.
Action: Clerk to pursue with ward councillor.
 - v. **Reflective bollards** – concerns raised about the positioning of reflective bollards recently installed on Winn Moor Lane. Clerk to write to Highways.
Action: Clerk.
- 110/23 **Planning Committee** – NT2 reported on meeting held earlier in the evening. Five applications were considered:
- i. **23/04058/FU – 2 Shadwell Park Avenue** – Alterations including single storey rear extension; dormer windows to both sides; link extension with two-storey outbuilding to incorporate garage and habitable room; two dormer windows to garage front; dormer window to front – **no objection**.
 - ii. **23/04097/FU - 23 Strickland Avenue** – Part single storey part two storey side and rear extensions and single storey front extension – **no objection, but to comment regarding potential overdevelopment of site and reduction of parking space at front**.
 - iii. **23/03367/FU - 29 Main Street** – Retrospective application for single storey side extension and single storey rear extension – **no objection, but officers to be asked to check for possible loss of light to adjacent property**.

- iv. **23/04359/FU - 67 Ash Hill Drive** – two storey extension front extension – **agreed to object on the grounds that the extension would be an overdevelopment of the site not in keeping with surrounding houses, the proposed rendering would be visually inappropriate, the front extension would bring the building line forward which may affect the right to light of the adjacent property and that space for parking may be compromised.**
- v. **23/04435/Li - 8 Crofton Terrace** - listed Building Application for installation of sliding sash windows to existing coach house (Retrospective Application) – **no objection.**
Action: Clerk to feedback comments/objections through planning portal and to write to Chief Planning Officer regarding decision to no longer publish comments/objections on planning portal.

111/23 Finance

- i. **Finance committee** – minutes of meeting 24th July received. Agreed to endorse the following recommendations:
 - a) to make a grant of £250.00 to Friends of Shadwell School
 - b) to transfer funds to deposit account
- ii. **Exercise of public rights** – Clerk confirmed that the statutory inspection period for the 2022/23 accounts ended on 3rd August with no requests received.
- iii. **Lord Mayor's Charity** – agreed to make a grant of £60.00 to the Women's Counselling and Therapy Service, as a token of thanks for the Lord Mayor's visit to the village on 4th July

112/23 **Kerbside bottle collections** – email from resident noted. LCC are considering piloting collections in suitable areas, but ward councillor has confirmed that plans are still at an early stage.

113/23 **Footpaths** – agreed to ask contractor to cut back undergrowth as necessary. **Post meeting note:** branches obstructing path 102 have been removed.

Action: Clerk.

114/23 Village Maintenance

- i. **Work completed** - Clerk reported that the contractor completed 10 hours of work during July which included strimming at various locations, cutting back overgrown hedges, tidying in preparation for YIB visit, weeding and collecting plant waste and rubbish for disposal.
- ii. **Placement of commemorative bench** – to be put in place on Colliers Lane. Clerk to arrange with contractor.
Action: Clerk.

115/23 **August risk assessment** – report from DS noted. Gate at the Ring Road end of Path 102 has been vandalised again. Benches on village green and near school need cleaning. Bench on Main Street near Stricklands needs securing.

Action: Clerk to publicise vandalism on social media and to arrange repairs with contractor.

116/23 **Parish Council surgery** – DS held 5th August surgery. No attendees.

117/23 Reports from Council Representatives on Local Committees and Forums

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

118/23 Correspondence

- i. **Shadwell Shows** – email regarding Edible initiative noted. Agreed to invite representative(s) from Shadwell Shows to a future meeting to discuss.
Action: Clerk.
- ii. **Tennis Club** – email regarding possible defibrillator noted. Queried whether ginnel would be an appropriate site for a second defibrillator in the village.
Action: Clerk to reply.

119/23 **Recreation Centre** – NT2 reported that the trustees are making arrangements for ensuring the safety of the Centre prior to demolition and that quotations are being considered. Solicitors are seeking to clarify how ownership of the Centre could be transferred to the Parish Council. Session to remove remaining contents of Centre to be arranged.

Action: NT2, DF and NT.

120/23 **Public Participation** – no members of the public present.

121/23 **Councillors' queries**

- i. **Overgrown Hedges** – hedges on Main Street outside Spencer House and adjacent properties are making the pavement difficult to use. Hedge adjacent to Library needs trimming.

Action: Clerk to contact developers and write to owners on Main Street requesting that hedges are cut back. SIB to trim hedge at Library.

- ii. **CCTV cameras** – appear to have been installed at the eastern end of Main Street without any consultation. Clerk to query with Highways.

Action: Clerk.

122/23 **Items for next agenda** – Recreation Centre, Christmas switch-on event and Christmas trees, whole council training, supporting residents with mobile phone and internet issues, bespoke planning training, committee membership and meeting dates.

123/23 **Next meetings**

Extraordinary Full Council – 4:00pm, Friday, 25th August 2023

Planning Committee – 6:30pm, Monday 11th September 2023

Full Council – 7:00pm, Monday 11th September 2023

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

124/23 **Invoices** – resolved that the following payments should be made:

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

Note:

762	M. S. Woods (utilities contribution August)	£35.00
762	M. S. Woods (stamps)	£6.00
762	M. S. Woods (LCN.com - renewal of domain name)	£26.39
763	S. Dobson (Neighbourhood Plan domain renewal & site hosting)	£91.00
763	S. Dobson (Website updates and maintenance)	£120.00
764	P. Hallas (village maintenance July)	£110.00
765	Shadwell Parish Council (transfer to deposit a/c)	£10,000.00
766	Friends of Shadwell School (grant - see 111i/23, above)	£250.00
768	Women's Counselling and Therapy Service (grant - see 111iii/23, above)	£60.00
S/O	VA-L Trading Ltd (August payroll)	£702.21

Total

£11,400.60

125/23 **The Chairman closed the meeting at 8:35pm.**

Signed: _____ Dated: _____