

SHADWELL PARISH COUNCIL

Minutes of a Meeting of Shadwell Parish Council held on Tuesday, 10th September 2024 in Shadwell Library, Main Street

Debbie Potter (DP) (Present)	0113 265 7575
Denise Trickett (DT) (Present)	0785 028 3529
Peter Cass (PC) (Present)	0790 011 5510
David Ford (DF) (Present)	0776 050 8890
Peter Gruen (PG) (Present)	0778 752 5520
Daljit Sehmi (DS) (Present)	0778 885 5168
Norman Taylor (NT) (Present)	0113 273 7393
Nirmal Tulwa (NT2) (Apologies)	0789 490 8012
Vidya Venkatesh (VV) (Apologies)	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.

112/24 **Apologies for absence** – apologies were received and approved from NT2 and VV.

113/24 **Minutes** - the minutes of the Parish Council meeting held on 13th August were approved and signed by the Chairman.

114/24 **Declarations of interest in respect of this meeting** – none.

115/24 **Public Participation** – no members of the public present.

116/24 **Crime**

- i. **Monthly Police report** – the August report from PCSO Barratt was noted. Two crimes were reported in the village during the month –the theft of items from a motor vehicle on Shadwell Park Drive, and the theft of a motor vehicle from Holywell Lane (subsequently located by Police).

117/24 **Current items outstanding including the Clerk's Report**

- i. **Potholes** – No new potholes were reported during month.
- ii. **Sign at Winn Moor Lane** – no progress, still awaiting action by LCC Highways.
- iii. **Replacement waste bin** – awaiting action by LCC.
Action: Clerk to monitor progress.
- iv. **Digital training sessions for older people** – the drop-in session on 9th September was very successful, with three new residents joining the group. The next session is scheduled for 7th October. Volunteers to become local “digital champions” are still needed.
Action: Clerk.
- v. **Speed indicator devices** – Clerk still trying to access data from device at the eastern end of Main Street.
Action: Clerk.
- vi. **Interpretation board outside Library** – DT reported that content and access statement are being finalised.
- vii. **Thorner Neighbourhood Plan** – Clerk confirmed that a positive response had been sent to the consultation.

118/24 Recreation Centre

- i. **Contract & Surveys** - DP reported that the designer has now signed the contract and that the topographic and drainage surveys have been completed.
- ii. **Utilities** – DF is arranging for water, gas and electric supplies to be disconnected.
- iii. **Protective fencing** – DF confirmed that trustees are exploring options to continue hiring or to purchase second-hand fencing.
- iv. **Trustee Deed** – PC confirmed that various documents have been prepared/updated and are expected to be submitted to the Land Registry very shortly.
Action: PC to check progress with solicitors.

119/24 **Complaints Procedure** – procedure reviewed. Agreed to readopt without amendment.

120/24 **Leeds Festival 2024** – no issues reported to the Parish Council.

121/24 **Christmas lights** – DP and DF reported on visit to Leeds Lights depot on 23rd August. Agreed to lease nineteen standard and ten new neon lamppost motifs. DF to check pricing and for three Christmas trees. Agreed switch-on at 7:00pm on Friday, 22nd November, with any proceeds going towards rebuilding the Recreation Centre. Clerk to ask local celebrity to turn on the lights.
Action: Clerk and DF.

122/24 **Autumn Newsletter** – various suggestions made for content noted.
Action: DP and Clerk to prepare draft.

123/24 External meetings

- i. **Forthcoming meetings** – agreed to give apologies for PACT meeting on 12th September. NT to attend Scouts and Guides AGM on 24th September. Clerk to circulate details of any new meetings arranged.
Action: Clerk.
- ii. **Meetings attended** – none attended.

124/24 Highways

- i. **Logging issues with LCC** – no update, new system still not operational.
Action: Clerk to check on progress.
- ii. **Coal Road** – noted that resurfacing appears to have been completed.
- iii. **Church Farm Garth** – protective bollards – still awaiting installation by LCC Highways.
- iv. **Reflective bollards, Winn Moor Lane** – still awaiting response from LCC Highways.
- v. **Moor Allerton Golf Club** – Cllr Robinson has reported that developers have created a holding area on site to reduce lorries queueing on the highway. Highways have assessed the road surface as fair and are regularly monitoring for any deterioration.

125/24 **Planning Committee** – PG reported on the meeting held earlier this evening. One new application was considered:

- i. **24/04702/FU – 10 Cricketers View** – Part retrospective application for demolition of existing garage; part single storey part two storey front and side extension; increased ridge height to form rooms in roof space; addition of two dormers with windows and juliet balconies to side and rear; roof lights to front and side; new roof tile finish – PG reported that a number of residents attended the committee meeting to express concerns about the application. The committee agreed to **object** on the grounds that the development would be over-dominant, out of character, and would adversely affect the privacy of neighbouring properties.

126/24 Finance

- i. **Annual Governance and Accountability Return (AGAR) 2023/24** – still awaiting result of independent check by PKF Littlejohn LLP.
- ii. **Grant request by Shadwell Cricket Club** – grant of £250.00 agreed.

127/24 **Footpaths**

- i. **Gate at Ring Road entrance to Path 102** – Clerk reported on discussions with PROW team. Agreed to go ahead with replacement fence and gate based on quotations agreed.
Action: Clerk to order gate and arrange installation with contractor.
- ii. **Pavements and hedges** – agreed to write to owners regarding overgrown hedge opposite fish and chip shop.
Action: Clerk.
- iii. **Annual clearance of undergrowth** – not yet completed.
Action: Clerk to chase up with contractor.

128/24 **Village Maintenance**

- i. **Work completed by contractor** – the Clerk reported that the contractor completed 16¼ hours of work during August which included strimming and grass-cutting, cutting back hedges, putting up a sponsorship sign and seed box, clearing the entrance to Dan Quarry and cutting back overgrowth on footpaths. NT to check on condition of tree adjacent to Dan Quarry footpath.
Action: NT.
- ii. **Matters raised at previous meetings** – progressing, no new issues.
- iii. **Hedge on Gateland Lane** – correspondence between local resident and LCC noted. Hedge has been replanted. No further action required.
- iv. **Ginnel adjacent to Tennis Club** – agreed to ask contractor to cut back undergrowth.
Action: Clerk.

129/24 **September risk assessment** – DS reported that the bench at the school still needs refurbishing, the lettering on the Parish Council noticeboard needs replacing and the steps near the entrance to Hastings Court need clearing.
Action: Clerk to pursue with contractor.

130/24 **Parish Council surgeries**

- i. **Report and attendance 7th September** – one issue raised: ginnel adjacent to Tennis Club (see 128iv, above).
Next surgeries: 5th October - NT2, 2nd November - DS, both in Shadwell Library from 10:00am to 11:00am.

131/24 **Reports from Council Representatives on Local Committees and Forums**

- i. **Shadwell Independent Library, Arts Centre and Café** – report from DT noted.
- ii. **Shadwell in Bloom** – report by NT noted.

132/24 **Correspondence**

- i. **West Yorkshire Mass Transport** – - August briefing noted.
- ii. **Stop! Think Fraud** – event to be hosted by West Yorkshire Police on 28th September noted.
- iii. **LNER Customer & Community Investment Fund** – availability of grants for suitable community projects noted.
- iv. **West Yorkshire Vision Zero Strategy** – plan to eradicate all road deaths and serious injuries across the region by 2040 noted.
- v. **Shadwell Shows** – email of thanks for grant noted.

133/24 **Public Participation** – none.

134/24 **Councillors' queries** – problems of Himalayan balsam in fields between the Shadwell Parks and the Village noted. To report to Leeds City Council.
Action: Clerk.

135/24 **Social Media** – agreed to highlight digital courses, plans for Christmas lights and village maintenance.
Action: Clerk.

136/24 **Items for next agenda** – Recreation Centre, highways issues, speed indicator data and key points to highlight through social media.

137/24 **Next meetings**

Planning Committee – 6:30pm, Tuesday 8th October.

Full Council – 7:00pm, Tuesday 8th October.

Finance Committee - 8:15pm, Tuesday, 8th October (or immediately following Full Council if later).

All meetings are open to the press and public and, unless indicated otherwise, will be held in **Shadwell Library**.

138/24 **Invoices** – resolved that the following payments should be made:

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

850	M. S. Woods (utilities contribution September)	£35.00
850	M. S. Woods (annual WordPress fee)	£141.60
850	M. S. Woods (mileage)	£2.70
851	K. Thompson (social media support June to August)	£90.00
852	P Hallas (village maintenance August)	£178.75
853	S G S Survey Ltd (surveys at Recreation Centre)	£750.00
854	Shadwell Cricket Club (grant agreed at meeting)	£250.00
S/O	VA-L Trading Ltd (September payroll)	£775.68

Total

£2,223.73

139/24 **The Chairman closed the meeting at 8:30pm.**

Signed: _____ Dated: _____