

SHADWELL PARISH COUNCIL

**Draft Minutes of a Meeting of Shadwell Parish Council
held on Tuesday, 12th August 2025 in Shadwell Library, Main Street
(Subject to confirmation)**

Debbie Potter (DP) (Present)	0113 265 7575
Denise Trickett (DT) (Present)	0785 028 3529
David Ford (DF) (Apologies)	0776 050 8890
Peter Gruen (PG) (Apologies)	0778 752 5520
Daljit Sehmi (DS) (Apologies)	0778 885 5168
Mandy Sherman (MS) (Present)	0787 732 6477
Norman Taylor (NT) (Apologies)	0113 273 7393
Nirmal Tulwa (NT2) (Present)	0789 490 8012

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.

90/25 **Apologies for absence** – apologies were received and accepted from DF, PG, DS and NT.

91/25 **Declarations of interest in respect of this meeting** – none.

92/25 **Public Participation Session** – no members of the public present.

93/25 **Resignation** – the resignation of Cllr Vidya Venkatesh from the Parish Council was noted. Councillors thanked Vidya for her years of service and expressed their best wishes to Vidya and her family for the future. Clerk to arrange for the vacancy to be formally advertised on Leeds City Council's website.

94/25 **Committee membership** – agreed to appoint MS to the planning committee.

95/25 **Crime**

- i. **Monthly Police report** – three crimes were recorded in the village during July – a burglary at Shadwell Park Avenue, an attempted burglary on Main Street, and an attempted car theft from a property on Strickland Avenue.
- ii. **PACT meetings** – the monthly crime statistics for Harewood ward prepared for the 14th August meeting were noted. Harewood saw a slight increase in reported crimes in July. This was mirrored in other wards, and the Police have linked the increase to warmer weather. In contrast, the number of residential burglaries reduced from eleven to nine.

96/25 **Current items outstanding including the Clerk's Report**

- i. **Potholes** - defects on the east side of Roundhay Park Lane and dropped gullies on Shadwell Lane have been reported to Highways.
- ii. **Haulage vehicles using Main Street** – usage seems now to be very infrequent. Clerk to report if photographic evidence is provided.
- iii. **Allotments** – two of the four vacant half-plots have now to be assigned to new tenants. The remaining two will be offered to the residents at the top of the waiting list as soon as possible.
Action: Clerk.
- iv. **Dan Quarry** – no update available.
- v. **Cricketers View** – overhanging trees/bushes still not cut back. Clerk to pursue with agents.
Action: Clerk.

- vi. **X98 and X99 bus services** – Metro is believed to have appointed replacement service provider. The current timetable is not expected to change.
- vii. **Ironman event 27th July** – feedback generally positive. Access problems appear to have been fewer than anticipated.

97/25 **Recreation Centre**

- i. **Transfer** – members of the working party have met with the trustees and agreed wording of clause to ensure the Centre remains available for community use. Clerk to check who should sign the transfer documents on behalf of the Parish Council.
Action: Clerk.
- ii. **Planning issues** – DP reported that the design statement for the planning application is expected to be submitted to LCC this week.

98/25 **Leeds Local Plan Consultation** – public meeting arranged by the Parish Council on 4th August was very well attended. Many residents were able to air their views, and our three ward councillors were thanked for their input. Clerk to prepare a formal response based on material planning considerations and the aspirations for the village set out in the Shadwell Neighbourhood Plan.
Action: Clerk.

99/25 **Newsletter** – DP reported that the content had been finalised. To go to printer this week.

100/25 **Christmas 2025**

- i. **Lamppost motifs** – Clerk confirmed that motifs had been ordered and that arrangements are in place for the lights to be switched on at 7:00pm on Friday, 21st November.
- ii. **Switch-on event** – discussion deferred to next meeting when more councillors are expected to be in attendance.

101/25 **Four Year Plan** – updated draft reviewed and approved. Clerk to republish on website.
Action: Clerk.

102/25 **External meetings**

- i. **Forthcoming meetings** – dates of next PACT meetings 14th August and 25th September noted (see also 95ii, above).
- ii. **Meetings attended** - Leeds Local Plan Consultation Drop-in Session, 24th July at Wetherby Town Hall.

103/25 **Highways**

- i. **Church Farm Garth** – spacing of bollards does not prevent parking on pavements. Agreed to write to Highways to request extra bollards and clarification about installation of double yellow lines.
Action: Clerk.
- ii. **Parking** – ongoing problems noted. To use social media to regularly remind drivers to park responsibly and to observe the 20mph limit.
- iii. **Speed indicator devices** – now adjusted to trigger at 20mph.
- iv. **Carr Lane junction** – Clerk to seek clarification on any proposed action following recent accidents.
Action: Clerk to contact ward councillor.

104/25 **Planning Committee** – DT reported that the following applications were considered at this evening's committee meeting:

- i. **25/04032/FU – 2 Shadwell Park Avenue** – Demolition of existing garage; part two and single storey front extension forming habitable loft space with dormers to side; two storey side extension with addition of dormer windows to front, side and rear; enlargement of existing dormer to other side; alterations to doors and windows; associated landscaping – **no objection or comments.**
- ii. **25/04186/FU – 34 Strickland Avenue** – Part single storey and part two storey rear extension; pitched roof to single storey front extension – **no objection or comments.**
- iii. **25/04535/FU – 2 Hastings Court** – Single storey rear extension – **no objection or comments.**
Action: Clerk to feed back through the Planning Portal.

105/25 **Finance**

- i. **Notice of Public Rights** – the Clerk confirmed that the period for the exercise of public rights ended on 6 August 2025. No requests were received.
- ii. **Annual Governance and Accountability Return (AGAR) 2024/25** – awaiting response from independent examiners.

106/25 **Village Maintenance**

- i. **Work completed** - the Clerk reported that the contractor completed 19¾ hours of work during July which included helping prepare beds for planting, collecting plants from nursery, weeding and tidying, watering beds, cutting back overhanging foliage, shrubs and branches, fitting sleepers at substation bed and removing waste for disposal.
- ii. **New noticeboard** – still awaiting installation.
Action: Clerk to chase with contractor.

107/25 **August risk assessment** – report by DS noted. Some benches still need attention when resources allow.
Action: NT to arrange with contractor.

108/25 **Parish Council surgeries**

- i. **Report and attendance** – MS reported on 2nd August surgery. Possibility of a pedestrian crossing at Ring Road end of Path 102 was raised by resident. Clerk confirmed that Highways have repeatedly refused to take this forward.
Action: Clerk to reply to resident.
- ii. **Next surgeries:** 6th September - DT, 4th October – DP, both in Shadwell Library from 10:00am to 11:00am.

109/25 **Reports from Council Representatives on Local Committees and Forums** – none.

110/25 **Correspondence** – nothing to report.

111/25 **Public Participation** – no members of the public present.

112/25 **Councillors' queries** – DT suggested another Lord Mayor's visit. To discuss at next meeting.

113/25 **Social Media** – Local Plan Consultation, and reminders regarding parking responsibly and 20mph limit. Clerk to prepare and pass to contractor to upload.

114/25 **Items for next agenda** – replacement councillor, Local Plan Consultation, Recreation Centre, Christmas preparations and Lord Mayor's visit.

115/25 **Next meetings**

Planning Committee – 6:30pm, Tuesday, 2nd September.

Full Council – 7:00pm, Tuesday, 2nd September.

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

116/25 **Clerk's salary** – settlement NJC pay claim for 2025/26 noted. Resolved to implement new salary scales in accordance with Clerk's contract with effect from 1st April 2025.
Action: DP to instruct payroll provider.

117/25 **Invoices** – resolved that the following payments should be made:

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

936	M. S. Woods (utilities contribution August)	£35.00
936	M. S. Woods (reimbursement for annual renewal of internet domain)	£33.59
937	S. Dobson (website maintenance)	£80.00
938	K Thompson (social media support June & July 2025)	£120.00
939	Shadwell Independent Library Ltd (room rental April - June)	£40.00
940	P. Hallas (village maintenance July)	£196.88
940	P. Hallas (trailer light and weedkiller)	£44.99
S/O	VA-L Trading Ltd (August payroll)	£865.44
Total		£1,415.90

118/25 **The Chairman closed the meeting at 8:10pm.**

Signed: _____ Dated: _____