

## SHADWELL PARISH COUNCIL

**Draft Minutes of a Meeting of Shadwell Parish Council  
held on Tuesday, 10<sup>th</sup> February 2026 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) (Present)	0776 050 8890
John Fuszard (JF) (Apologies)	0784 265 5961
Peter Gruen (PG) (Present)	0778 752 5520
Daljit Sehmi (DS) (Present)	0778 885 5168
Mandy Sherman (MS) (Present)	0787 732 6477
Norman Taylor (NT) (Present)	0113 273 7393
Nirmal Tulwa (NT2) (Present)	0789 490 8012

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

**In attendance:** the Clerk.

*The Chairman opened the meeting at 7:00pm.*

267/25 **Apologies for absence** – apologies were received and accepted from JF.

268/25 **Minutes** – the minutes for the meetings held on 13<sup>th</sup> January 2026 were approved and signed by the Chairman.

269/25 **Declarations of interest in respect of this meeting** – none.

270/25 **Public Participation Session** - no members of the public present.

### 271/25 **Crime**

- i. **Monthly Police report** – five crimes were reported in Shadwell during January. The theft of a dumper truck and a separate attempt to siphon diesel, both on Bridle Path Road, the theft of logs from grazing land adjacent to Man Street, criminal damage to a lock and chain at a property on Brandon Crescent and a burglary on Shadwell Park Drive. A suspect for the burglary has been identified, charged and remanded to the Crown Court.
- ii. **PACT**– NT2 reported on the 29<sup>th</sup> January PACT meeting. The number of crimes and incidents of antisocial behaviour across Harewood ward reduced in December. Inconsiderate parking continues to be a problem in all local villages, and Police can take action where there is a clear obstruction. A number of recent burglaries have happened in the early evening, and residents are encouraged to be vigilant and to send images of suspicious activities captured on CCTV and doorbell cameras to the Police.

### 272/25 **Current items outstanding including the Clerk's Report**

- i. **Potholes** – potholes and poor road surfaces on Main Street and Carr Lane to be reported; councillors and residents are reminded that potholes can be reported direct through Leeds City Council's [parking, roads and travel](#) webpage.
- ii. **Gazebos** – updated form and conditions agreed. Clerk to provide copies to DS to give to borrowers.  
**Action:** Clerk.
- iii. **Dan Quarry** – LCC contact has referred ownership issue to Legal colleagues for advice.
- iv. **Battery** – still to order.  
**Action:** Clerk.

- v. **Plaque on memorial bench** – confirmed that memorials will only be considered to commemorate residents who lived in Shadwell. Draft memorial policy discussed and various amendments agreed. Clerk to update for next meeting.  
**Action:** Clerk
- vi. **Memorial tree** – email sent to family – awaiting response.

273/25 **Policies and Procedures**

- i. **Standing Orders** – DP and DT to review.  
Action: DP and DT.
- ii. **Archiving Policy** – reviewed and readopted without amendment.
- iii. **Document Retention Policy** – reviewed and readopted without amendment.

274/25 **Four Year Plan** – amendments suggested by working group agreed. Clerk to update and republish on website.  
**Action:** Clerk.

275/25 **Recreation Centre**

- i. **Planning issues** – DP reported that initial feedback from LCC was encouraging, but further queries have been raised which the designer is currently looking into. Still expecting decision by the end of March.

276/25 **Newsletter** – DP reported that the next edition is due to be sent to the printers this week. Delivery planned last week in February.

277/25 **Annual Parish Meeting, 7<sup>th</sup> April** – possible speakers discussed. Agreed to invite Police, ward councillor(s), headteacher of village school and local historian to speak, and to ask representatives of village organisations to make contributions. Clerk to organise invitations and to draft agenda.  
**Action:** Clerk.

278/25 **External meetings**

- i. **Forthcoming meetings**
  - a. **YLCA Leeds Branch meeting, 26<sup>th</sup> February** – Clerk to attend via Zoom.
  - b. **Outer North-East Town and Parish Council Meeting, 26<sup>th</sup> February** – attendance to be confirmed.
- ii. **Meetings attended** – see report on PACT meeting item 271ii, above.

279/25 **Highways**

- i. **Projects** – repairs made A58 Wetherby Road, but no other updates.

280/25 **Planning Committee** – meeting scheduled for this evening was cancelled because no new planning applications had been received and there were no urgent matters to discuss.

281/25 **Finance**

- i. **Precept** – Clerk confirmed that the 2026/27 precept return had been sent to LCC and acknowledged. Precepts are due to be ratified at LCC's budget meeting on 25<sup>th</sup> February.
- ii. **MICE Grant** – agreed to apply for a grant of £1,500 towards the cost of Christmas lights.  
**Action:** Clerk to contact ward councillor.

282/25 **Village Maintenance**

- i. **Village Contractor** - the contractor completed 13 hours in January. Work included taking down Christmas lights, cutting back hedge and tidying footpath at Dan Quarry, tidying and removing leaves in yard, strimming around herb beds and cleaning name plates.
- ii. **Replacement** – vacancy advertised on Facebook and in next newsletter. NT and Clerk to follow up informal expressions of interest.  
**Action:** NT & Clerk.

283/25 **Footpaths**

- i. **Parish Partnerships Scheme** – surveys delayed due to poor weather. DP & DT to survey one of the definitive paths to test process once weather improves.  
**Action:** DP & DT.
- ii. **Hobberley Lane** – on hold pending survey.
- iii. **Crofton Terrace ginnel** – Clerk has confirmed to resident that requested signage is not feasible.

284/25 **February risk assessment** – report by DS noted. No new issues.

285/25 **Parish Council surgeries**

- i. **Report and attendance** – DT reported on 3<sup>rd</sup> January surgery. Issues raised:
  - a. **Parking** – inconsiderate parking at various locations in the village, often causing obstructions; lack of parking facilities for disabled persons.
  - b. **Road markings, Colliers Lane** – need repainting – markings not replaced when road repaired last summer.
  - c. **Ginnel, Ash Hill Gardens/Main Street** – needs tidying up and foliage cutting back, also dip in surface needs repairing.
  - d. **Litter picking** – need more community involvement, perhaps advertise for more litter pickers?**Action:** Clerk to respond/take forward and to discuss at next meeting where appropriate.
- ii. **Next surgeries:** 7<sup>th</sup> March – DF, 4<sup>th</sup> April - DP. Surgeries are held each month on Saturday mornings in Shadwell Library from 10:00am to 11:00am.

286/25 **Reports from Council Representatives on Local Committees and Forums** – none; NT to provide a SIB report for next meeting.

287/25 **Correspondence** – briefing on increasing night flying prepared by the Group for Action on Leeds Bradford Airport (GALBA) noted. To consider making comments to LCC once LBA's planning application is submitted.

288/25 **Public Participation** – no members of the public present.

289/25 **Councillors' queries** – MS reported that WYPTE are reviewing bus routes and a request has been made to reroute the X98/99 bus service through village. DT suggested holding a "Leeds 400" event.

290/25 **Social Media** – parking issues, parish council surgeries, newsletter and village maintenance vacancy.

291/25 **Items for next agenda** – policy on memorials, Annual Parish Meeting, Leeds 400 event, parking issues and Recreation Centre.

292/25 **Next meetings** - confirmed as:

**Planning Committee** – 6:30pm, Tuesday, 10<sup>th</sup> March.

**Full Council** – 7:00pm, Tuesday, 10<sup>th</sup> March.

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

293/25 **Invoices** – resolved that the following payments should be made:

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

983	Casey Designs Ltd (Estrada report for LCC Planning re. Recreation Centre (paid 22/01/26)	£930.00
984	M. S. Woods (utilities contribution February)	£35.00
984	M. S. Woods (stamps)	£6.96
985	P. Hallas (village maintenance January)	£162.50
986	B. K. Growers Ltd (bedding plants)	£1,570.92
987	Yorkshire Local Councils Associations (training courses)	£70.00
DD	Public Works Loans Board (periodic loan repayment - paid 26/01/2026)	£1,689.32
S/O	VA-L Trading Ltd (February payroll)	£894.73
<b>Total</b>		<b><u>£5,359.43</u></b>

294/25 **The Chairman closed the meeting at 8:25pm.**

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