

SHADWELL PARISH COUNCIL

**Draft Minutes of a Meeting of Shadwell Parish Council
held on Tuesday, 14th April 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) (Present)	0784 265 5961
Peter Gruen (PG) (Apologies)	0778 752 5520
Daljrit 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 7:05pm.

325/25 **Apologies for absence** – apologies were received and accepted from PG, DS, & NT.

326/25 **Minutes** – the Clerk identified an omission from the draft minutes for the meetings held on 10th March 2026. To be amended and approved at next meeting.
Action: Clerk.

327/25 **Declarations of interest in respect of this meeting** – none.

328/25 **Public Participation Session** - no members of the public present.

329/25 **Crime**

- i. **Monthly Police report** – no crimes were reported in Shadwell during March.
- ii. **PACT meetings** - MS reported on meeting on 12th March. Issues included parking problems common to all villages in the ward, and an instance of serious disturbance following a party in Thorner. DF to attend the next meeting on 23rd April.

330/25 **Current items outstanding including the Clerk's Report**

- i. **Potholes** – No potholes reported this month; councillors and residents are reminded that road and pavement defects can be reported direct through Leeds City Council's [parking, roads and travel](#) webpage.
- ii. **Dan Quarry** – Still awaiting response from LCC. Clerk to escalate through ward councillors.
Action: Clerk.
- iii. **Grant towards Christmas lights** – Clerk reported on a meeting with LCC Localities Officer. Request to go forward under Community Committee Funding scheme.
- iv. **Financial Regulations** – now updated and republished on website.
- v. **Website accessibility** – review completed by contractor. Report to be circulated for consideration at next meeting.
- vi. **Memorials** – agreed to site two benches on Colliers Lane. Clerk to confirm costs and request payments from donors. To follow up on request for memorial tree.

331/25 **Policies and Procedures**

- i. **Standing Orders** – Reviewed by DP and DT. Various minor issues identified. Clerk to revise using NALC template. Updated version to be considered at next meeting.
Action: Clerk.
- ii. **Code of Members Standards** – reviewed and readopted without amendment.
- iii. **Social Media Policy** - reviewed and readopted without amendment.

332/25 **Asset Register** – updated register reviewed and agreed. Clerk to contact SIB chairman about items still held by former maintenance contractor.

Action: Clerk.

333/25 **Annual Parish Meeting 7th April** – positive feedback but sparsely attended. To review format and venue for next year.

334/25 **Recreation Centre**

- i. **Planning issues** – Still awaiting planning approval; specialist report regarding culvert through site may be required. DP to contact solicitors regarding timescales for amendment to Land Registry.
Action: DP.

335/25 **Leeds 400 event** – no funding opportunities identified. Recent village events have used kitchen and toilet facilities in Recreation Centre which are no longer available. Agreed not to pursue.

336/25 **External meetings**

- i. **Forthcoming meetings** – PACT meeting 23rd April: DF to attend.
- ii. **Meetings attended** – JF and MS reported on the “Improve your knowledge in the Planning System” webinar they attended on 18th March. Clerk to check on availability of “Flying Start” training.
Action: Clerk.

337/25 **Highways**

- i. **Projects** – surface dressing work on A58 Wetherby Road is scheduled to begin on 16th April. Similar work on Wigton Lane is due to start shortly.
- ii. **Signage** – sign erected on Coal Road may be illegal. Clerk to report to LCC.
Action: Clerk

338/25 **Planning Committee** - DT reported that the following planning application was discussed at this evening's committee meeting:

- i. **26/01179/FU - 129 Main Street** – First floor side extension; new rooflights to front; replacement windows – **no formal objection but agreed to submit comments outlining concerns.**
- ii. **26/01282/FU – 1 Shadwell Park Grove** - Demolition of garage to side; replaced with two storey side extension with first floor rear Juliette balcony and canopy to ground floor front – **no objection or comments.**

Action: Clerk to feed back through planning portal.

339/25 **Finance**

- i. **Precept** – The Clerk confirmed that the Parish Council precept for 2026/27 (£51,820) and the LCTS grant (£377) were received on 1st April.

340/25 **Village Maintenance**

- i. **Replacement contractor** – no further expressions of interest received. Clerk to follow up with SIB volunteer and cllrs to check with any other residents or local contractors who might be interested.
Action: All.

341/25 Footpaths

- i. **Parish Partnerships Scheme** – DP & DT have completed surveys of three paths; to continue surveys during coming months. Concerns raised by resident regarding electric fences alongside footpaths. Clerk to check guidance.
Action: DP, DT and Clerk.
- ii. **Hobberley Lane stile** – on hold pending survey of relevant footpath.

342/25 **March risk assessment** – report by DS noted. Some benches still need cleaning, but no other issues.

343/25 Parish Council surgeries

- i. **Report and attendance** – DP reported on 4th April surgery. No attendees
- ii. **Next surgeries:** 2nd May – PG; 6th June – NT2. Surgeries are held each month on Saturday mornings in Shadwell Library from 10:00am to 11:00am.

344/25 **Reports from Council Representatives on Local Committees and Forums** – agreed to invite SIB chairman to report in person every three months. Clerk to issue invitation for next meeting.

Action: Clerk.

345/25 Correspondence

- i. **Speeding traffic on Bay Horse Lane** – concerns raised by resident noted. Clerk to pass to LCC Highways and to reply to resident.
Action: Clerk.
- ii. **Keep Britain Tidy Campaign** – new campaign noted but agreed not to purchase posters or stickers.

346/25 **Public Participation** – no members of the public present.

347/25 **Councillors' queries** – DT asked whether an officer from LCC's Planning Service could be invited to give an update on Leeds Local Plan. Clerk to issue invitation.

Action: Clerk.

348/25 **Social Media** – DP reported on recent meeting with contractor. Agreed to send photos of Parish Council activities for contractor to upload to Facebook more regularly. Contractor has set up a Whatsapp group to facilitate this.

Action: All.

349/25 **Items for next agenda** – progress on Leeds Local Plan, allotments, Recreation Centre, newsletter.

350/25 **Next meetings** - confirmed as:

Planning Committee – 6:30pm, Tuesday, 5th May.

Full Council – 7:00pm, Tuesday, 5th May.

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

351/25 **Invoices** – resolved that the following payments should be made:

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

992	D Potter (refreshments for Annual Parish Meeting)	£34.00
993	M. S. Woods (Microsoft 365 annual subscription)	£116.64
994	Yorkshire Local Councils Associations (training courses)	£54.80
994	Yorkshire Local Councils Associations (annual subscription)	£668.00
995	VA-L Trading Ltd (year end payroll processing fee)	£6.50
S/O	VA-L Trading Ltd (April payroll)	£894.73

Total

£1,774.67

352/25 **Clerk's Appraisal** – DP reported on Clerk's appraisal meeting on 13th April. No issues of concern raised by either side.

353/25 **The Chairman closed the meeting at 8:30pm.**

Signed: _____ Dated: _____