

SHADWELL PARISH COUNCIL

Minutes of a Meeting of Shadwell Parish Council held on Tuesday, 11th August 2026 in Shadwell Methodist Church, Main Street

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) (Present)	0778 752 5520
Daljit Sehmi (DS) (Apologies)	0778 885 5168
Mandy Sherman (MS) (Apologies)	0787 732 6477
Norman Taylor (NT) (Apologies)	0113 273 7393
Nirmal Tulwa (NT2) (Apologies)	0789 490 8012

Clerk: Mike Woods 0775 171 8483
Email: clerk@shadwell-parish-council.org
Website: shadwell-parish-council.org

In attendance: the Clerk and one member of the public.

The Chairman opened the meeting at 7:00pm.

089/26 **Apologies for absence** – apologies were received and accepted from DS, MS, NT and NT2.

090/26 **Minutes** – the minutes of the meeting held on 7th July 2026 were approved and signed by the Chairman.

091/26 **Declarations of interest in respect of this meeting** – none.

092/26 **Public Participation Session**

- i. **Footpath way markers** – following recent work to clear undergrowth and obscured signage on footpaths and bridleways, it was suggested that the Parish Council should consider installing way markers along footpaths where the route is unclear (see item 104ii, below).

093/26 **Crime**

- i. **Monthly Police report** – no crimes were reported in Shadwell in July, and no new issues were raised.
- ii. **PACT meetings** – DF reported on the 16th July meeting at Wetherby Police Station. Issues discussed included antisocial behaviour across Harewood Ward, in particular, young people riding e-bikes in a dangerous manner. Residents are urged to report all such incidents to the Police by telephoning 101, or via the West Yorkshire Police [website](#). Agreed to publicise again via social media.

094/26 **Current items outstanding including the Clerk's Report**

- i. **Potholes** – no new potholes or defects have been reported; 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** – response from LCC discussed, agreed not to pursue further.
- iii. **Grant towards Christmas lights** – now expected to be discussed by LCC Outer North-East Community Committee in September.
- iv. **Memorials** – construction of benches delayed, delivery now expected late August.
- v. **Training** – JF reported on the "Off to a Flying Start" sessions he attended on-line on 22nd and 29th July. MS to attend similar sessions in early September.
- vi. **Replacement tree Main Street** – the Clerk confirmed that the request has been passed to LCC for action.

095/26 **Policies and Procedures**

- i. **Standing Orders** – Clerk confirmed that the updated version has been published on the website.

096/26 **Leeds Local Plan** – Clerk confirmed that the agreed response was submitted to LCC on 31st July.

097/26 **Recreation Centre**

- i. **Planning issues** – DP reported that the Land Registry has now registered the Parish Council's ownership. Planning approval still awaited, projected decision date 28th August.

098/26 **Christmas** – agreed that lamppost displays and switch on events have been beneficial to the village and should be repeated in 2026. Clerk has contacted Leeds Lights for a quote, but no response yet. Agreed that two or three more motifs to go further west along Shadwell Lane would be helpful, as would more displays around Slaid Hill (in Harewood PC's area). Clerk to contact Harewood PC. Agreed schedule the switch-on event for 20th November, subject to the availability of the Red Lion to host. Also agreed to purchase three Christmas trees for display in the village – DF to order.

Action: Clerk and DF.

099/26 **External meetings**

- i. **Forthcoming meetings** – NE forum meeting and LCC conference scheduled for 17th & 18th September respectively.
- ii. **Meetings and training attended** – DF recently led a training session for volunteers on food hygiene which was well received.

100/26 **Newsletter** – numerous suggestions for content for next edition noted; DP & Clerk to prepare a draft by the end of August for distribution mid-September.

101/26 **Highways**

- i. **Projects** – no further information available.
- ii. **Winn Moor Lane warning sign** – Clerk confirmed that ward Cllr Ryan Stephenson is chasing with LCC Highways.
- iii. **Dead tree at bus terminus** – Clerk to report.

Action: Clerk.

102/26 **Planning** - PG reported that no new planning applications have been received since the July meeting, so the committee meeting scheduled for earlier this evening was cancelled.

103/26 **Finance**

- i. **Committee meeting 7th July** – DP reported on the meeting. Expenditure and bank reconciliation checked. No issues of concern.
- ii. **Annual Governance and Accountability Return (AGAR) 2025/26** – awaiting external auditor's report.
- iii. **Notice of Public Rights** – the Clerk confirmed the period for the exercise of public rights ended on 6th August. No requests were received.

104/26 **Village Maintenance**

- i. **Replacement contractor** – Clerk reported that a formal letter of engagement and a risk assessment have been sent to contractor. Contractor has indicated that he will provide proof of public liability cover after review on 6th September.
- ii. **Trees adjacent to Library** – poor condition appears to be due to current drought. To monitor.
Action: Clerk.
- iii. **Hedge between Chapel Fold and Cricketers View** – LCC have confirmed that the hedge is not part of the adopted highway and that maintenance is the responsibility of the owners of the adjacent houses.
- iv. **Maintenance** – contractor has cut back undergrowth along parts of Path 102 and cleared other footpaths and stiles. Further work is needed on the pavement along parts of Shadwell Lane towards Slaid Hill.

Action: Clerk to arrange with contractor.

105/26 **Footpaths**

- i. **Parish Partnerships Scheme** – Clerk has completed 2025/26 report and has commenced grant application for 2026/27. DP and DT to complete surveys so that application can be finalised and submitted.

Action: DP, DT & Clerk

- ii. **Way markers on footpaths** – Clerk to check prices and report back to next meeting.

Action: Clerk.

106/26 **August risk assessment** – report by DS noted. Pavement between Dan Quarry and Shadwell Park area is becoming overgrown (see item 103iv, above).

107/26 **Parish Council surgeries**

- i. **Report and attendance** – DT reported on 4th July surgery. Three attendees. Matters raised included access to/from Hobberley Lane during Ironman event if repeated next year, and pavement becoming overgrown on Shadwell Lane. Clerk to pursue as appropriate.

Action: Clerk.

- ii. **Next surgeries:** 5th September – DF, 3rd October - DP. Surgeries are held each month on Saturday mornings in Shadwell Library from 10:00am to 11:00am.

108/26 **Reports from Council Representatives on Local Committees and Forums** – none.

109/26 **Correspondence**

- i. **West Yorkshire Mass Transit Spatial Development Framework** – consultation noted.

110/26 **Public Participation** – comments from contractor regarding village maintenance noted.

111/26 **Councillors' queries** – poor condition of Union Jack flag displayed at Scout Hut reported. Clerk to check and contact Scouts group, if appropriate.

112/26 **Social Media** – importance of reporting nuisance e-bikes and other antisocial behaviour and how to do so.

Action: Clerk.

113/26 **Items for next agenda** – Recreation Centre, Christmas, and no-parking verge signs.

114/26 **Next meetings** - confirmed as:

Planning Committee – 6:30pm, Tuesday, 15th September.

Full Council – 7:00pm, Tuesday, 15th September.

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

(continued overleaf)

115/26 **Invoices** – resolved that the following payments should be made:

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

1016	VA-L Trading Ltd (cheque to replace 1014 lost in post and cancelled)	£144.64
1017	M. S. Woods (Post Office Ltd - stamps)	£21.76
1017	M. S. Woods (LCN - domain annual renewal)	£37.19
1018	Shadwell Independent Library Ltd (room rental for meetings)	£70.00
1019	Yorkshire Local Councils Associations (training course)	£75.20
1020	L Beales (Summer newsletter preparation)	£50.00
1021	W. Neale (Routine village maintenance July)	£600.00
1021	W. Neale (Clearing stiles and footpaths July)	£460.00
1022	Shadwell Methodist Church (Room hire 11th August)	£40.00
S/O	VA-L Trading Ltd (August payroll)	£1,039.37
Total		£2,538.16

116/26 **Clerk's utilities** – agreed to make no further payments at present but to review at next annual appraisal.

117/26 **The Chairman closed the meeting at 8:05pm.**

Signed: _____ Dated: _____