

SHADWELL PARISH COUNCIL

Draft Minutes of a Meeting of Shadwell Parish Council held on Tuesday, 13th October 2026 in Shadwell Library (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) (Present - part)	0778 752 5520
Daljit Sehmi (DS) (Present)	0778 885 5168
Mandy Sherman (MS) (Present)	0787 732 6477
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.

The Chairman opened the meeting at 7:00pm and confirmed that Cllr Norman Taylor had resigned from the Parish Council earlier today with immediate effect. The Chairman confirmed that the Parish Council will consider how to mark Cllr Taylor's many years of dedicated service at a future meeting.

146/26 **Apologies for absence** – apologies were received and accepted from NT2.

147/26 **Minutes** – the minutes of the meeting held on 15th September 2026 were approved and signed by the Chairman.

148/26 **Declarations of interest in respect of this meeting** – none.

149/26 **Public Participation Session** – none present.

150/26 **Crime**

- i. **Monthly Police report** – the report from PCSO Chris Barratt was noted. Five incidents were reported in September: they included criminal damage, public order offences, robbery and theft following a party on 12th September and, on a separate occasion, theft from a motor vehicle parked on Main Street.
- ii. **PACT meetings** – MS reported on the meeting held on 8th October. Matter discussed included accident hotspots, and anti-social use of e-bikes and scooters.

151/26 **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. **Grant towards Christmas lights** – LCC's ONE Community Committee has awarded a grant of £500, subject to certain conditions. Clerk to feed back thanks to Harewood ward councillors.
 - iii. **Replacement tree Main Street** – Clerk to write to owners/occupiers.
- Action:** Clerk.

152/26 **Policies and Procedures**

- i. **Code of Conduct** – reviewed; resolved to readopt without amendment.

153/26 Recreation Centre

- i. **Working party** – DP reported on two recent meetings. Awaiting indicative costings via design consultant. Agreed that further local consultation required to demonstrate need. Clerk reported on the process for applying for a government loan, and likely repayment costs. DP to arrange a further meeting of the working party shortly.

Action: DP.

Cllr Gruen left the meeting.

154/26 Newsletter

- i. **Electronic distribution** – deferred to next meeting.

155/26 Christmas

- i. **Switch-on event 20th November** - cllrs confirmed that the village school choir and Santa have agreed to attend. Christmas trees have been ordered, and lamppost motifs are now in place. DS to organise raffle and DF to arrange mulled wine and mince pies.

- ii. **Festive bowls for households with a resident aged 80 and over** – DS and DP to finalise list.

Action: DS & DP.

156/26 External meetings

- i. **Forthcoming meetings** – date for next PACT meeting tbc.
- ii. **Meetings and training attended** – DS reported on the Mayoral reception held on 17th September in Leeds Civic Hall, and PG and the Clerk reported on the Outer North-East Town and Parish Council Conference organised by the Harewood ward councillors that was held in the same venue the following day.

157/26 Highways

- i. **Shadwell School parking issues** – email from LCC confirming that evidence is being gathered prior in preparation for a traffic regulation order noted.
- ii. **Winn Moor Lane warning sign** – still not in place, Clerk to chase again.

Action: Clerk.

158/26 Planning

- i. PG reported that three applications were considered at the meeting earlier this evening.
 - a. **26/04900/FU – 231 Main Street** – New boundary wall and gate to front – **no objection**.
 - b. **26/05148/FU – 74 Main Street** – Demolition of garage to the rear; Erection of single storey side and rear extension – **no objection**.
 - c. **26/05401/FU – 12 Shadwell Park Avenue** - Conversion of existing carport to the side, to a single storey side extension; alterations to existing roof to the side/rear – **no objection**.
- ii. **Neighbourhood planning and Leeds Local Plan** – offer by LCC officer to visit to explain process accepted. The Chairman agreed to call an extraordinary meeting for 19th November.

159/26 Finance

- i. **Grants** – request from Cinema Club considered. Agreed to award £250, subject to usual conditions.

Action: Clerk to feedback, cheque to be prepared at next meeting.

160/26 Village Maintenance

- i. **Contractor** – the work undertaken by the contractor during September was noted.
- ii. **Maintenance** – noted that hedges between Village Hall and Village School are now beginning to encroach onto pavement and roadway. Clerk to report to LCC Highways.
Action: Clerk.
- iii. **Rock-salt** – Clerk reported that 30 bags were delivered this morning. Maintenance contractor has been asked to distribute to village bins during agreed SIB sessions.

- iv. **Snow clearing** – Clerk reported that the contractor has agreed to provide service again this year, if required. No change to fees.

161/26 Footpaths

- i. **Ginnel to the west of churchyard** – overhanging branches from one adjacent dwelling are becoming a problem. Agreed to write to occupiers to ask them to trim back.
Action: Clerk.
- ii. **Footpath from Strickland Avenue to Crofton Rise** – concerns raised by resident noted. Agreed to investigate options to discourage use by cyclists without restricting access for other users.
Action: Clerk.
- iii. **Way markers on footpaths** – Clerk confirmed that footpath and bridleways agreed to purchase five footpath and three bridleway roundels. DP to agree locations with village maintenance contractor.
Action: Clerk & DP.

162/26 October risk assessment – report by DS noted. Some benches need cleaning and lettering on Library noticeboard needs repainting.

163/26 Parish Council surgeries

- i. **Report and attendance** – DT reported on 3rd October surgery. Matters raised included worn road markings at the junction of Colliers Lane and Main Street, overhanging foliage on the ginnel towards the churchyard, missed brown bin collections, a planning issue and alterations needed to a stile on Gateland Lane. Clerk to pursue and respond as appropriate.
Action: Clerk.
- ii. **Next surgeries:** 7th November – DP, 5th December, JF. Surgeries are held each month on Saturday mornings in Shadwell Library from 10:00am to 11:00am.

164/26 Reports from Council Representatives on Local Committees and Forums – none.

165/26 Correspondence – none.

166/26 Public Participation – none.

167/26 Councillors' queries – dates for Police drop-in sessions at Library and vacancy for a village school governor.

168/26 Social Media – Christmas lights switch-on speeding vehicles on Holywell Lane, bulbs for older residents and plans for consulting on redevelopment of Recreation Centre.
Action: Clerk.

169/26 Items for next agenda – Recreation Centre, Christmas switch on event, Leeds Local Plan and statistics from speed indicator devices.

170/26 Next meetings - confirmed as:

Planning Committee – 6:30pm, Tuesday, 10th November.

Full Council – 7:00pm, Tuesday, 10th November.

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

(Continued overleaf)

171/26 **Invoices** – resolved that the following payments should be made:

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

1032	M. S. Woods (The Sign Shed Ltd - footpath markers)	£45.28
1033	W. Neale (Village maintenance, flower bed surround and fixing memorial benches)	£755.00
1034	Universal Glass Ltd (Rock salt)	£168.00
1035	VA-L Trading Ltd (Additional payroll costs)	£251.48
1036	Stockeld Farms Ltd (Christmas trees)	£241.20
S/O	VA-L Trading Ltd (Oct payroll)	£1,039.37
Total		£2,500.33

172/26 **The Chairman closed the meeting at 8:30pm.**

Signed: _____ Dated: _____