

**OFFICIAL NOTICE OF A
SHADWELL PARISH COUNCIL MEETING
TO BE HELD
On Monday 12th January 2015 at 7.30pm
In the Recreational Centre, Holywell Lane, Shadwell**

AGENDA Part 1

1. **Chairman to open the meeting and accept apologies.**
2. **Minutes** – the Minutes of the full Council meeting held on 8th December 2014 to be approved and signed and the Planning Committee minutes to be noted.
3. **Declarations of Interests** – To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-18 of the Members' Code of Conduct. Also to declare any other significant interests which the Member wishes to declare in the public interest, in accordance with paragraphs 19-20 of the Members' Code of Conduct.
4. **Questions from members of the public** – The Chairman will suspend the meeting to allow for the public's comments for 10 minutes.
5. **Crime Report** – to receive the crime report.
6. **The Crime Prevention Panel – Outer North East Leeds** – to receive the report **(Copied to Cllrs)**.

The Chairman will reconvene the meeting

7. **Current items outstanding to include the Clerk's Report**
 - i. **Potholes** - to receive confirmation from the Clerk that the potholes in Shadwell have been reported
 - ii. **Bins (208v/14)** – to receive an update on the bins required for the Red Lion car park
 - iii. **Snow Clearance (213/14)** – to receive an update from DP and the Clerk
 - iv. **Hedge Opposite 227 Main Street** – to note that the entire hedge has been cut.
 - v. **Hedgecutters** - To confirm purchase of 2 Bosch Hedgecutters.
8. **Diamond Jubilee Commemorative Flowerbed** – to receive quotations from JM for the purchase of a plaque.
9. **Noticeboards** – to discuss noticeboards in the parish.
10. **The Effective Management of Recording at Local Council Meetings** – to decide how to implement the rules. **(Previously copied to Cllrs)**.
11. **Dementia Awareness Session** – to consider ways to attract residents to the session.
12. **Wetherby Road** – to revisit the speed limits on Wetherby Road.
13. **Revised NALC Legal Topic Note 9E – Handling Complaints** – to review the Council's Handling Complaints policy and to agree to include Legal Topic Note 9E **(Copied to Cllrs)**.
14. **Allotment Fees** – to discuss the payment of fees by Bank Transfer from allotment holders.
15. **Law Commissions Consultation - Reforming electoral law across the UK** – to decide which councillor will respond to the consultation on behalf of the Council.
16. **Newsletters** – to explore ways to make the newsletter more appealing.
17. **Planning** –
 - i. **Planning Minutes** – to receive the minutes of the December planning meeting (for information only).
 - ii. **Most recent planning applications** - to receive an update from DS.
 - iii. **Retention of Planning applications** – to accept the decision of the Planning Committee on the retention of planning applications.
 - iv. **Planning applications from adjacent parishes** – to receive an update from the Clerk

18. **Finance – (Relevant documents copied to Cllrs)**
 - i. **Bank Account** – to accept the Finance Committee’s recommendation to move the Council’s bank account, following Leeds Building Society’s decision to stop issuing cheque books.
 - ii. **Quarter 3 Budget** – to receive a report from DP
 - iii. **Precept 2015/2016** – to receive the recommendation from the Finance Committee
 - iv. **Finance Committee meeting 5th January 2015** – to receive an update from DP.
 - v. **Grant Application** – Shadwell Primary School - £165 for a strimmer **(Copied to Cllrs)**.
19. **Highways –**
 - i. Councillors to report potholes and graffiti
 - ii. **Meeting with Cllr Matthew Robinson with regard to the results of the traffic survey** – to decide who should attend and to offer dates for the meeting, noting Cllr Robinson has suggested 20th January 2015
 - iii. **Main Street – Red Lion vicinity** - to receive the reply from Nick Borrás **(Copied to Cllrs)**.
20. **Public Rights of Way**
 - i. Councillors to report on required repairs or maintenance.
 - ii. **Parish Paths Partnership** – update from DP.
 - iii. **Path 102** – to receive a copy of an email concerning Path 102 and a copy of a letter from S Pickford **(Copied to Cllrs)** and an update on progress from DP.
21. **Risk Assessment** – to receive a report from JM on the monthly risk assessment around the village. The Chairman to sign the report.
22. **Neighbourhood Planning –**
 - i. to receive an update from DP.
23. **Reports from Council Representatives on Local Committees and Forums**
 - i. **Shadwell in Bloom** – Report copied to Cllrs - NT
 - ii. **Shadwell Library Committee** –DT – report to follow
24. **Parish Council Surgery** – To receive a report from DT on the surgery hosted on 3rd January 2015. Volunteer for the next surgery on 7th February 2015.
25. **Correspondence (Copied to Cllrs)**
26. **Questions from members of the public** - This is an opportunity for listeners to ask questions on items discussed in the agenda – 5 minutes
27. **Items for next agenda**
28. **Urgent items which have arisen since publication of agenda and Councillors’ questions**
29. **Payments** - To agree the payments of invoices **(List of payments provided to Cllrs)**
30. Full Council meeting will be held on Monday 9th February 2015 at 7.30pm
 Planning Committee meeting on Monday 9th February 2015 at 7pm
 Finance Committee meeting on Monday 27th April 2015 at 6.30pm
All meetings are held in the Recreational Centre, Holywell Lane
31. **Part Two – due to the confidential nature, the Press and Public will be excluded by resolution when any items are discussed.**
32. **Chairman to close the meeting**

Members of the Council are summoned to attend this meeting. Meetings are open to the Press and Public except for any specific items labelled as Part 2 under the Local Government Act. The Press and Public may not speak when the Council is in session.

Signed.....

Date 6th January 2015