

**OFFICIAL NOTICE OF A
SHADWELL PARISH COUNCIL MEETING
TO BE HELD
On Monday 9th February 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 12th January 2015 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. **Bin at Bottle Bank (238ii/14)** – to receive an update on the bin required for the Red Lion car park
 - iii. **Bus Stop in Main Street (213/14)** – to receive an update from the Clerk
 - iv. **Dan Quarry (208iii/14)** – to receive an update from NT
 - v. **Morrisons free bus (225ii/14)** - To receive the reply from Morrisons.
 - vi. **Diamond Jubilee Commemorative Flowerbed (243/14)** – to receive an update from JM.
 - vii. **CCTV at Council's Shed (208iv/14)** – to receive an update from NT.
8. **New Legal Right to Use Electronic Communication to Send the Summons for Council Meetings (Copied to Cllrs)** – to consider the introduction of emailed agendas.
9. **Noticeboards** – to discuss further the noticeboards in the parish.
10. **Annual Parish Meeting 2015** – to discuss the format for this year's Annual Parish Meeting.
11. **Local Council Award (Formerly Quality Council Accreditation) (Copied to Cllrs)** – to decide whether to work towards the Local Council Award.
12. **Newsletters** – to receive an update from JM and the Clerk on a new format. To decide on the dates for editing and distribution of the Spring newsletter.
13. **Dog Fouling** – to discuss the findings of Garforth Council. This item led by RD.
14. **Elections 2015** – to receive and discuss the timetable **(Copied to Cllrs)**.
15. **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. **Electronic Planning applications** – to receive details of LCC's decision to only issue electronic planning applications.
 - iv. **Planning applications from adjacent parishes** – to receive an update from the Clerk

16. **Finance – (Relevant documents copied to Cllrs)**
 - i. **Bank Account** – to receive an update from DP on the transfer of the Council’s bank account.
 - ii. **Date of the April meeting** – to note that the Finance meeting will be held on Tuesday, 21st April 2015.
 - iii. **Precept** – to receive confirmation from the Clerk that the precept has been requested.
17. **Highways** – To note that work on the Gateland Lane footway is imminent.
18. **Risk Assessment** – to receive a report from JM on the monthly risk assessment around the village. The Chairman to sign the report.
19. **Neighbourhood Planning** –
 - i. to receive an update from DP.
20. **Reports from Council Representatives on Local Committees and Forums**
 - i. **Shadwell in Bloom** – Report copied to Cllrs - NT
 - ii. **Shadwell Library Committee** –DT
 - iii. **Outer North East Leeds Forum** – To receive the report from DP (**Copied to Cllrs**)
 - iv. **Annual Town and Parish Council Forum** – to receive the report from DP & JM
21. **Parish Council Surgery** – To receive a report from DT and JM on the surgery hosted on 7th February 2015. Volunteer for the next surgery on 7th March 2015.
22. **Correspondence (Copied to Cllrs)**

Tour de Yorkshire – details of the Tour de Yorkshire, to be held in our region on 3rd May 2015.
Parish Polls: Consultation on the Government's intentions to modernise parish poll regulations.
23. **Questions from members of the public** - This is an opportunity for listeners to ask questions on items discussed in the agenda – 5 minutes
24. **Items for next agenda**
25. **Urgent items which have arisen since publication of agenda and Councillors’ questions**
26. **Payments** - To agree the payments of invoices (**List of payments provided to Cllrs**)
27. Full Council meeting will be held on Monday 9th March 2015 at 7.30pm
Planning Committee meeting on Monday 9th March 2015 at 7pm
Finance Committee meeting on Tuesday 21st April 2015 at 6.30pm
All meetings are held in the Recreational Centre, Holywell Lane
28. **Part Two – due to the confidential nature, the Press and Public will be excluded by resolution when any items are discussed.**
29. **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 3rd February 2015

Lesley Hoff, Clerk to the Council

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