

**OFFICIAL NOTICE OF A
SHADWELL PARISH COUNCIL MEETING
TO BE HELD
On Monday 9th March 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 9th February 2015 to be approved and signed and the Planning Committee minutes to be noted.
3. **Election of a temporary Vice Chairman.**
4. **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.
5. **Questions from members of the public** – The Chairman will suspend the meeting to allow for the public's comments for 10 minutes.
6. **Crime Report** – to receive the crime report.
7. **The Crime Prevention Panel – Outer North East Leeds** – to receive the report (**Copied to Cllrs**).

The Chairman will reconvene the meeting

8. **Current items outstanding to include the Clerk's Report**
 - i. **Potholes** - to receive the list from the Clerk of the potholes in Shadwell which have been reported.
 - ii. **Bin at Bottle Bank (271ii/14)** – to receive an update on the bin required for the Red Lion car park.
 - iii. **Annual Parish Meeting (274/14)** – to receive an update from the Clerk.
 - iv. **Noticeboards (273/14)** – to receive an update from JM.
 - v. **Elections 2015 (278/14)** – to receive an update from the Clerk.
 - vi. **Parish Council Surgery (285/14)** – to receive confirmation from the Clerk that the residents' queries were answered.
8. **New Legal Right to Use Electronic Communication to Send the Summons for Council Meetings** – to confirm the Clerk's signature on emailed agendas.
9. **CCTV at the Bottle Bank** – to discuss installing CCTV at the bottle banks
10. **Speed Feedback Unit** – to consider the purchase of a speed feedback unit.
11. **Allotment Fees** – to decide whether to increase the allotment fees.
12. **Newsletters** – to receive an update from JM and the Clerk on a new format. To note the newsletters to be distributed by 31 March 2015.
13. **Severe Weather** – to receive information on the cost of this year's snow clearance.
14. **Road Traffic Calming Survey** – to receive an update from Ward Cllr Matthew Robinson.
15. **Path 102** – To discuss the cost of refurbishment of Path 102 and lowering of overall height of the top kissing gate.
16. **Planning** –
 - i. **Planning Minutes** – to receive the minutes of the January planning meeting (for information only).
 - ii. **Most recent planning applications** - to receive an update from DS.

17. **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. **Signatory on bank account** – to resolve to approve DT as signatory on the new current account.
- iii. **Direct Debits** – to discuss whether to make all future annual in favour of the Information Commissioner’s Office by direct debit.
- iv. **Grants** – to receive and discuss grant applications from –
 - a). Mayfest - St Pauls Parish Church
 - b). Shadwell Tennis Club
 - c). Good Companions Club
 - d). MAECare**(Applications copied to Cllrs).**

v. to resolve to transfer £3000 from the deposit account to the current account.

18. **Highways**

- i. **Hobberley Lane** – to discuss the issues regarding Hobberley Lane and to receive and discuss correspondence from a local resident **(Email copied to Cllrs)**.
- ii. **Parking outside the School** – to discuss the ongoing problems of parking outside the School and nearby roads.
- iii. **Highways Committee** – to elect a Highways Committee and decide on Terms and Conditions

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** – to receive an update from DP.

20. **Reports from Council Representatives on Local Committees and Forums**

- i. **Shadwell in Bloom (Copied to Cllrs)** - NT
- ii. **Shadwell Library Committee (Copied to Cllrs)** –DT

21. **Parish Council Surgery** – To receive a report from DP and GW on the surgery hosted on 7th March 2015. Volunteer for the next surgery on 4th April 2015.

22. **Correspondence (Copied to Cllrs)**

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 13th April 2015 at 7.30pm
Planning Committee meeting on Monday 13th April 2015 at 7.15pm
Finance Committee meeting on Tuesday 21st April 2015 at 6.30pm
Annual Parish Meeting on Monday 20th April at 7.30pm
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.....*Lesley Hoff*.....

Date 3rd March 2015

Email: clerk@shadwell-parish-council.org; Web: www.shadwell-parish-council.org