

**OFFICIAL NOTICE OF A
SHADWELL PARISH COUNCIL MEETING
TO BE HELD
On Monday 13th April 2015 at 7.30pm
In the Recreational Centre, Holywell Lane, Shadwell**

AGENDA Part 1

1. **Chairman to open the meeting and accept apologies. Chairman to advise Council of the resignation of Cllr Dyson. Members to accept Cllr Vickerman's absence for six months.**
2. **Minutes** – the Minutes of the full Council meeting held on 9th March 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 the list from the Clerk of the potholes in Shadwell which have been reported.
 - ii. **Bin at Bottle Bank (299ii/14)** – to receive an update on the bin and signage at the Red Lion car park from JM.
 - iii. **Noticeboards (299iv/14)** – to receive an update from JM.
 - iv. **Dan Quarry** – to receive an update from NT.
 - v. **Parish Council Surgery (313/14)** – to receive confirmation from the Clerk that the residents' queries were answered.
 - vi. **CIL (311/14)** – to receive updates from the Clerk.
8. **Mission Statement and 12 month plan** – to discuss what the Parish Council will strive to achieve over the next 12 months and to agree a Mission Statement.
9. **Holywell Lane Playground** – to receive a Playground Committee report from NT and discuss the suggestions.
10. **Village Maintenance Working Group** – to resolve to alter the Working Group to a Committee and agree the date of the first quarterly meeting. To accept the terms of reference (**Copied to Cllrs**).
11. **Speed Feedback Unit** – to consider further the purchase of a speed feedback unit.
12. **Banks Community Fund** – to consider whether to apply for a grant from the Banks Community Fund (**Copied to Cllrs**).
13. **Planned Highway Maintenance Programme 2015/16** – to receive and discuss the maintenance programme (**Copied to Cllrs**).
14. **Parish & Town Council Forum and Seminar Survey**– to receive the minutes from the Forum meeting and to complete the survey (**Copied to Cllrs**).
15. **Outer North East Parish and Town Council Meeting** – to note that the meeting is Clifford Village Hall on 23rd April 2015 at 7:30pm and to ask for a volunteer to attend.

16. **Asset Register** – to receive the amended asset register (**Copied to Cllrs**).
17. **Street Lighting switch off** – to receive the list of street lights affected.
18. **Newsletter Delivery** – to receive and discuss the delivery list (**Copied to Cllrs**) and to ask for volunteers to deliver Tour de Yorkshire leaflets to Shadwell Parks.
19. **Annual Parish Meeting** – to receive the agenda and discuss arrangements for the Meeting.
20. **Planning** –
 - i. **Planning Minutes** – to receive the minutes of the March planning meeting (for information only).
 - ii. **Most recent planning applications** - to receive an update from DS.
 - iii. **Letter from Mr Chris Ross outlining proposals for development on land adjacent to Temperance Cottage** - to decide whether the PC is willing to support his proposals.
21. **Finance** – (**Relevant documents copied to Cllrs**)
 - i. **Bank Account** – to receive an update from DP on the transfer of the Council’s bank account.
22. **Highways** i. **Parking outside the School** – to receive a report from the Working Group and to discuss the terms of reference for the Working Group (**Copied to Cllrs**).
23. **Footpath from Wainscott Cottage to Red Hall woods, Shadwell** – to receive an update on the application to re-instate the footpath (**Copied to Cllrs**).
24. **Trees** – to receive and discuss the comments from two residents of Shadwell Parks Gardens (**Copied to Cllrs**)
25. **Risk Assessment** – to receive a report from JM on the monthly risk assessment around the village. The Chairman to sign the report.
26. **Neighbourhood Planning** – i. to receive an update from DP.
ii. to receive an update from the Clerk on the lease/purchase of a field and a footway from the bridge to Wetherby Road.
27. **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
28. **Parish Council Surgery** – To receive a report from DT and GW on the surgery hosted on 4th April 2015. Volunteer for the next surgery on 2nd May 2015.
29. **Correspondence (Copied to Cllrs)**
Email from LCC – Tour de Yorkshire information
30. **Questions from members of the public** - This is an opportunity for listeners to ask questions on items discussed in the agenda – 5 minutes
31. **Items for next agenda**
32. **Urgent items which have arisen since publication of agenda and Councillors’ questions**
33. **Payments** - To agree the payments of invoices (**List of payments provided to Cllrs**)
34. Annual Meeting of Council meeting will be held on Monday 11th May 2015 at 7.30pm
Planning Committee meeting on Monday 11th May 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
35. **Part Two** – due to the confidential nature, the Press and Public will be excluded by resolution when any items are discussed.

36. 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 7th April 2015

Lesley Hoff, Clerk to the Council - Tel: 0113 2037662 Email: clerk@shadwell-parish-council.org;