

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

AGENDA Part 1

1. **Chairman to open the meeting and Members to accept and approve apologies.**
2. **Minutes** – the Minutes of the Annual Meeting of Council meeting held on 8th June 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.

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. **Noticeboards (7ii/15)** – to receive an update from NT on the cost of repair.
 - iii. **Rock Salt (52/15)** – to receive confirmation that the rock salt has been ordered by the Clerk.
 - iv. **Snow Clearance (52/15)** – to receive an update on the assistance the Parish Council can expect from LCC.
 - v. **YLCA Training (57/15)** – to receive an update from the Clerk.
 - vi. **CCTV (12vii/15)** – to note that the larger sign is in place.
8. **Various Working Groups** – to receive an update from NT.
9. **Newsletter Delivery** – to decide the delivery routes for new members.
10. **Mission Statement and 12-month plan** – to receive an update from the Mission Statement Working Group meeting, held earlier on 13th July 2015.
11. **Allotments** – to receive an update on the possibility of new allotments.
12. **Severe Weather** – to receive the response from LCC concerning the request for a grit bin at Charville Gardens (**Copied to Cllrs**).
13. **Parish Council Representatives of YLCA** - to elect representatives of YLCA and to note that the AGM is on Saturday 18th July 2015.
14. **Village Awareness Sessions** – to receive an update from the Clerk.
15. **Revised Template Rules for the Recording of Council Meetings** – to resolve to accept the revised rules (**Copied to Cllrs**).

16. **Review of Standing Orders** – to discuss and resolve to accept the amendments to the Standing Orders and Financial Regulations (**Cllrs are required to bring their hard copies of the documents to mark the amendments when agreed**).
17. **What the Parish Council Achieves** – to receive a list of the Council’s achievements and discuss (**Copied to Cllrs**).
18. **Planning** –
 - i. **Planning Minutes** – to receive the minutes of the June planning meeting (for information only).
 - ii. **Most recent planning applications** - to receive an update from DT.
 - iii. **Moving towards electronic working with planning applications** - For information only (**Copied to Cllrs**).
19. **Finance – (Relevant documents copied to Cllrs)**
 - i. **Library Finance** – to put into place measures to safeguard the finances of the Library.
20. **Highways**
 - i. **Parking outside the School** – to receive an update from the Working Group.
 - ii. to receive the results of the traffic survey on Hobberley Lane (**Copied to Cllrs**).
 - iii. to receive the results of the traffic calming survey on Main Street (**Copied to Cllrs**).
21. **Trees** – to receive and discuss a submission from a local resident concerning the overhanging trees at Bay Horse Lane junction (**Copied to Cllrs**).
22. **Risk Assessment** – to receive a report from TV on the monthly risk assessment around the village. The Chairman to sign the report.
23. **Neighbourhood Planning** –
 - i. to receive an update from DP.
 - ii. to review the membership of the NPSG.
24. **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
 - iii. **Finance Training in Harrogate** - GW
25. **Parish Council Surgery** – To receive a report from DT & VV on the surgery hosted on 4th July 2015. Volunteer for the next surgery on 1st August 2015.
26. **Correspondence (Copied to Cllrs)**
Highways Dept, LCC – emails response concerning the Northern Gas Works Excavations in Main Street (**Copied to Cllrs**).
27. **Questions from members of the public** - This is an opportunity for listeners to ask questions on items discussed in the agenda – 5 minutes
28. **Items for next agenda**
29. **Urgent items which have arisen since publication of agenda and Councillors’ questions**
30. **Payments** - To agree the payments of invoices (**List of payments provided to Cllrs**)
31.
 - Full Council meeting will be held on Monday 10th August at 7.30pm
 - Planning Committee meeting on Monday 10th August 2015 at 7.15pm
 - Finance Committee meeting on Monday 27th July 2015 at 6.30pm
 - Village Maintenance Committee on Monday 14th September at 6.30pm

All meetings are held in the Recreational Centre, Holywell Lane
32. **Part Two** – due to the confidential nature, the Press and Public will be excluded by resolution when any items are discussed.
33. **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 7th July 2015

Lesley Hoff, Clerk to the Council - Tel: 0113 2037662

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