

**OFFICIAL NOTICE OF A  
SHADWELL PARISH COUNCIL MEETING  
TO BE HELD  
On Monday 10<sup>th</sup> August 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 13<sup>th</sup> July 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 76/15ii** – to receive an update from TV on the cost of repair.
  - iii. **Rock Salt (76/15iii)** – to receive confirmation that the rock salt has been ordered by the Clerk.
  - iv. **Snow Clearance (76/15iv)** – to receive an update on the assistance the Parish Council can expect from LCC.
  - v. **Review Standing Orders (85/15)** – to receive confirmation from the Clerk that email addresses had been received for all Councillors.
  - vi. **Results of Traffic survey/calming (89/15 ii & iii)** – to receive an update from the Clerk.
  - vii. **Overhanging Trees at the Bridge (90/15)** – to receive an update from the Clerk.
  - viii. **Maintenance of land at Scout Hut (97/15)** – to receive an update from GT.
  - ix. **Illegal Noticeboard (97/15)** – to receive confirmation from the Clerk that this had been reported.
8. **Draft Minutes** – to consider posting draft minutes before signed.
9. **Newsletter Delivery** – to decide the delivery date for the Autumn newsletter and final date for inclusion of articles and to look at the photographs of Shadwell Parks (**Copied to Cllrs**).
10. **Noticeboard for Shadwell Parks** – to consider a noticeboard for Shadwell Parks.
11. **Allotments** – to receive an update from DP.
12. **Grass Maintenance, Cricketers View** – to discuss the maintenance of the grass triangle at Cricketers View.
13. **Village Awareness Sessions** – to discuss attendance at the Village Awareness Sessions.
14. **Grit Bin for Charville Gardens** – to receive an update from DP and to discuss applying for a grant towards purchase.
15. **Single Transport Plan** – to receive and discuss the Single Transport Plan
16. **Champions for the Younger and Older members of the Community** – to elect champions and discuss their roles.

17. **Financial Support for the Library** – to discuss the recommendations of the Finance Committee.
18. **Planning** –
  - i. **Planning Minutes** – to receive the minutes of the July planning meeting (for information only).
  - ii. **Most recent planning applications** - to receive an update from DT.
19. **Finance – (Relevant documents copied to Cllrs)**
  - i. to receive a report from DP (**Minutes to be copied to Cllrs**).
  - ii. to receive the Quarter 1 budget and accounts (**Copied to Cllrs**).
  - iii. **Grants** – to ratify grant payments to the Village Hall, Recreation Centre and Scout Hut as agreed in the budget.
  - iv. **12-month Plan** – to receive an update from the Finance Committee.
  - v. **Purchase of a Laptop** – to consider the purchase of a laptop for the Planning Committee
20. **Risk Assessment** – to receive a report from TV on the monthly risk assessment around the village. The Chairman to sign the report.
21. **Neighbourhood Planning** –
  - i. to receive an update from DP.
  - ii. Steering Group Minutes – to receive and resolve to accept the minutes of the meeting held on 28<sup>th</sup> July 2015 (**Copied to Cllrs**)
22. **Reports from Council Representatives on Local Committees and Forums**
  - i. **Shadwell in Bloom (Copied to Cllrs)** - DP
  - ii. **Shadwell Library Committee (Copied to Cllrs)** –DT
23. **Parish Council Surgery** – To receive a report from GW on the surgery hosted on 1<sup>st</sup> August 2015. Volunteer for the next surgery on 5<sup>th</sup> September 2015.
24. **Correspondence (Copied to Cllrs)**
25. **Questions from members of the public** - This is an opportunity for listeners to ask questions on items discussed in the agenda – 5 minutes
26. **Items for next agenda**
27. **Urgent items which have arisen since publication of agenda and Councillors' questions**
28. **Payments** - To agree the payments of invoices (**List of payments provided to Cllrs**)
29.
  - Full Council meeting will be held on Monday 14<sup>th</sup> September at 7.30pm
  - Planning Committee meeting on Monday 14<sup>th</sup> September 2015 at 7.15pm
  - Finance Committee meeting on Monday 12<sup>th</sup> October 2015 at 6.30pm
  - Village Maintenance Committee on Monday 14<sup>th</sup> September at 6.30pm

*All meetings are held in the Recreational Centre, Holywell Lane*
30. **Part Two – due to the confidential nature, the Press and Public will be excluded by resolution when any items are discussed.**
31. **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 4<sup>th</sup> August 2015  
 Lesley Hoff, Clerk to the Council - Tel: 0113 2037662  
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