

**OFFICIAL NOTICE OF A
SHADWELL PARISH COUNCIL MEETING
TO BE HELD
On Monday 12th October 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 full of Council meeting held on 14th September 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 (138ii/15)** – to receive an update from TV on the repair.
 - iii. **Councillors' email addresses (139/15)** – to an update from the Clerk.
 - iv. **Speed Indicator Device (140/15)** – to receive an update from the Clerk on the request to Highways for a survey.
 - v. **Bin for Pitts Wood (141/15)** – to receive an update from the Clerk.
 - vi. **Photocopier (142/15)** – to receive an update from the Clerk/NT.
 - vii. **Grass Maintenance, Cricketers View (143/15)** – to receive an update from DP.
 - viii. **New Headteacher of the Primary School (153/15)** – to receive an update from DP.
 - ix. **Permit for the Household Waste Recycling Permit** – to receive confirmation from the Clerk that this has been ordered.
 - x. **Issues Raised by members of the public** – to receive an update from the Clerk on the dropped manhole cover in Holywell Lane and the bus stop road markings by 45 Main Street.
8. **Defibrillator** – to receive an update from GW on his discussion with the Headteacher on the siting of a defibrillator at the School. To receive an email from YLCA on the reduction in cost of a defibrillator and the installation. To discuss further first aid training sessions for Councillors and any members of the public who wish to attend.
9. **Noticeboard in Shadwell Parks** – to decide the exact location for the noticeboard.
10. **Bin for Pitts Wood** – to consider requesting a bin for Pitts Wood.
11. **New hard drive for Clerk's computer** – to consider the purchase of a larger hard drive for the Clerk's computer – cost, with installation approx. £120.
12. **Councillor training** – to decide on the training session that JS should attend (**Dates previously copied to DP & JS**).
13. **Local Council Award Scheme** – to receive details of what the Council is required to do to obtain the award and decide where Members can assist the Clerk.

14. **Risk Assessments for snow clearance and the installation of Christmas Lights** – to receive and discuss the draft risk assessments.
15. **Laying of the Wreath** – To receive confirmation that the Parish Council wreath has been ordered and to request that Cllr Wilson lays the wreath on behalf of the Council.
16. **Meeting with the Shadwell Horticultural Society** – to receive feedback from DP on the meeting with the Horticultural Society Committee and to resolve to release the grant.
17. **Grit Bin for Charville Gardens** – to decide on the siting of the grit bin (**Cllrs are asked to visit the site before the meeting**).
18. **Welcoming letter for new residents** – to consider sending welcoming letters to new residents.
19. **Planning** –
 - i. **Planning Minutes** – to receive the minutes of the September planning meeting (for information only).
 - ii. **Most recent planning applications** - to receive an update from DT.
 - iii. **Leeds Local Development Framework (Local Plan) - Site Allocations Plan & Aire Valley Leeds Area Action Plan – Publication Drafts - Consultation 22nd September – 16th November 2015 (5:00pm)** - to note the dates of the consultation and decide on the Council's response. (**All Cllrs to read the consultation document online, prior to the meeting**).
 - iv. **Planning Training** – to receive feedback from DT on the recent LCC Planning Training session attended by Councillors and the Clerk.
 - v. **Planning Terms of Reference** – to resolve to accept the amendments to the Planning Committee's Terms of Reference (**Copied to Cllrs**).
20. **Finance** – to consider the request for a donation from the Crime Prevention Panel – Outer North East Leeds (**Copied to Cllrs**).
21. **Highways** –
 - i. **Meeting with Cllr Robinson and Officers from Highways Dept.** – to confirm the date of the meeting or report back on the meeting.
22. **Footpaths and Public Rights of Way** –
 - i. **Path 102 “No Cycling” Signs** – to receive an update from the Clerk.
 - ii. **Path 102 Radar Kissing Gates** – to discuss the purchase and installation of radar kissing gates on Path 102 (**Copied to Cllrs**).
 - iii. **Footpath from Hobberley Lane** – to receive a letter from a member of the public on the condition of the footpath (**Copied to Cllrs**).
23. **Risk Assessment** – to receive a report from TV on the monthly risk assessment around the village. The Chairman to sign the report. To decide who should assume responsibility.
24. **Neighbourhood Planning** – i. to receive an update from DP.
25. **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
26. **Parish Council Surgery** – To receive a report from GW on the surgery hosted on 3rd October 2015. Volunteer for the next surgery on 7th November 2015.
27. **Correspondence (Copied to Cllrs)**
Letter from Enforcement – concerning the tree house in Crofton Rise.
28. **Questions from members of the public** - This is an opportunity for listeners to ask questions on items discussed in the agenda – 5 minutes
29. **Items for next agenda**
30. **Urgent items which have arisen since publication of agenda and Councillors' questions**

31. **Payments** - To agree the payments of invoices (**List of payments provided to Cllrs**)

32. Full Council meeting will be held on Monday 9th November 2015 at 7.30pm
Planning Committee meeting on Monday 9th November 2015 at 7.15pm
Finance Committee meeting on Monday 26th October 2015 at 7.00pm
Village Maintenance Committee on Monday 26th October 2015 at 6.30pm

All meetings are held in the Recreational Centre, Holywell Lane

33. **Part Two – due to the confidential nature, the Press and Public will be excluded by resolution when any items are discussed.**

34. **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 6th October 2015

Lesley Hoff, Clerk to the Council

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