

**OFFICIAL NOTICE OF A  
SHADWELL PARISH COUNCIL MEETING  
TO BE HELD  
On Monday 14<sup>th</sup> March 2016 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 full Council meeting held on 11<sup>th</sup> January 2016 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 that 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. Presentation by Tim Sanders on “Dementia-friendly communities and to discuss the best approach locally”.
6. **Crime Report** – to receive the crime report and an update from DP on PCSO Broadwell.
7. **The Crime Prevention Panel – Outer North East Leeds** – to receive the report.

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. **Noticeboards at the shops (282ii/15)** – to receive an update from DT on the repair.
  - iii. **Noticeboard at Library (282ii/15)** – to receive an update from DT on the repair.
  - iv. **Bins (282iii/15)** – to receive confirmation from the Clerk that a bin has been ordered for Path 102 and John Ford has been asked to set the Dan Quarry bin on a plinth.
  - v. **Water in Bridle Path (282vi/15)** – to receive an update from the Clerk.
  - vi. **Meeting with Nick Borrás (282vi/15)** – to receive confirmation that the Clerk has contacted Gary Bartlett regarding the lack of response, following the meeting.
  - vii. **Rats on Public Right of Way (282)** – to receive an update from the Clerk
  - viii. **Purchase of strimmer (283/15)** - to receive confirmation from NT that the strimmer has been purchased.
  - ix. **The Queen’s 90<sup>th</sup> Birthday Beacons (284/15)** – to receive an update from DP.
  - x. **Letter for Demographics Dept. (291/15)** – to receive confirmation from DP that a letter has been forwarded to Cllr Castle.
  - xi. **National Coffee Morning (291/15)** – to receive an update from VV.
  - xii. **Number of Dementia Sufferers in Shadwell** – to note that, based on the national average, the number of dementia sufferers in Shadwell is 20.4
  - xiii. **Missing “No Cycling” signs on Path 102 (302/15)** – to receive an update from DP.
  - ixv. **Replacement of tree stakes (302/15)** – to receive confirmation from the Clerk that John Ford has been asked to replace the missing stakes.
9. **Accounts and Audit Regulations 2015 – Provision of Electors Rights** – to note the new regulations **(Copied to Cllrs)**.
10. **Apologies and approval of reasons for absence** – to adopt the amended apologies procedure **(Copied to Cllrs)**.

11. **A petition to give Local Councils the Right to Appeal Planning Decisions** – to discuss and to note that the petition closes on 19<sup>th</sup> April 2016 **(Copied to Cllrs)**.
12. **Tablet Session at the Library** – to discuss the date for a drop-in session at the Library
13. **Annual Parish Meeting 2016** – to make final arrangements for this year’s Annual Parish Meeting and to receive an update from the Clerk on the speakers who will be attending. To note that an officer from the police will be bringing the “Pavements for People” leaflets **(Draft agenda copied to Cllrs)**.
14. **Community Speed Awareness Scheme** – to consider receiving training on and borrowing a Speed Indicator Device **(Copied to Cllrs)**.
15. **Meeting with the Headteacher (DP & NT)** – to receive a report
16. **Area around the Library** - to receive feedback from DP on a meeting with the contractors concerning the area around the Library.
17. **Review of Parish and Town Council Charter** – to receive any suggested amendments from DP and NT.
18. **Freedom of Information Policy** – to undertake the annual review **(Copied to Cllrs)**.
19. **Bin for Shadwell Parks** – to decide which member will meet a local resident to choose a location for a bin in Shadwell Parks.
20. **Regular Village Clean-up** – to consider a local resident’s suggestion that the Parish Council instigate a regular village litter-pick.
21. **Tree planting in Shadwell** – to consider areas in which to plant memorial trees.
22. **The Queen’s 90<sup>th</sup> Birthday Commemorative Medal** – to consider the purchase of commemorative medals **(Copied to Cllrs)**.
23. **Planning** –
  - i. **Planning Minutes** – to note that there was no meeting in January
  - ii. **Most recent planning applications** - to receive an update from DT.
24. **Finance** – **(Relevant documents copied to Cllrs)**
  - i. **Applications for grants** –
    - St Paul’s Church** £200
    - Methodist Church** £200
    - Tennis Club** £200
  - ii. **Clerk’s Salary payments** – to resolve to pay VA-L Payroll by standing order for the Clerk’s salary each month.
  - iii. **Skipton Building Society** – to receive an update on signatories from DP.
25. **Highways** –
  - i. **Prioritisation Process** – to note the prioritisation process for future reference **(Copied to Cllrs)**.
  - ii. **Highways Issues in Shadwell** – to prioritise the highways issues.
26. **Risk Assessment** – to receive a report from GT on the December risk assessment around the village and from NT on the January risk assessment. The Chairman to sign the report. To note that VV will undertake the risk assessment in March, DT in April and NT in May.
27. **Neighbourhood Planning** – i. to receive an update from DP.
28. **Reports from the Young People’s and Older Person’s Champions**
  - i. **Young People (NT)** **(Copied to Cllrs)**
  - ii. **Older People (VV)** **(Copied to Cllrs)**
29. **Reports from Council Representatives on Local Committees and Forums**
  - i. **Shadwell in Bloom (NT)** **(Copied to Cllrs)**
  - ii. **Shadwell Library Committee (NT)** **(Copied to Cllrs)**

30. **Parish Council Surgery** – To receive an update on last month’s surgery queries from the Clerk. To receive a report from GW on the surgery hosted on 5<sup>th</sup> March 2016. Volunteer for the next surgery on 2<sup>nd</sup> April 2016.

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

- i. **Northern Gas** – to receive an invitation to the Leeds Depot Open Day.
- ii. **Shadwell Scout and Guide Group** – letter of thanks.

32. **Questions from members of the public** - This is an opportunity for listeners to ask questions on items discussed in the agenda – 5 minutes

33. **Items for next agenda**

34. **Urgent items which have arisen since publication of agenda and Councillors’ questions**

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

36. Full Council meeting will be held on Monday 14<sup>th</sup> March 2016 at 7.30pm  
Planning Committee meeting on Monday 14<sup>th</sup> March 2016 at 7.00pm  
Finance Committee meeting on Monday 25<sup>th</sup> April 2016 at 7.00pm  
Village Maintenance Committee on Monday 25<sup>th</sup> April 2016 at 6.30pm

*All meetings are held in the Recreational Centre, Holywell Lane*

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

38. **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 8<sup>th</sup> March 2016

Lesley Hoff, Clerk of the Council ;

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