

**OFFICIAL NOTICE OF A
MEETING OF SHADWELL PARISH COUNCIL
TO BE HELD
On Monday, 9th April 2018 at 7.00pm
In the Recreation Centre, Holywell Lane, Shadwell**

AGENDA Part 1

1. **Chairman to open the meeting.**
2. **Chairman and members to accept and approve any apologies for absence.**
3. **Minutes** – the Minutes of the Council Meeting held on 12th March 2018 to be approved and signed.
4. **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.
5. **Questions from members of the public** – The Chairman will suspend the meeting to allow for comments from members of the public for a maximum of 10 minutes.
6. **Crime Report** – to receive the crime report for March.

The Chairman will reconvene the meeting.

7. **Current items outstanding including the Clerk's Report**
 - i. **Potholes** – to receive a list of potholes reported this month.
 - ii. **Resetting of gully between Gateland Lane and Minster View (326ii/17)** – update on progress.
 - iii. **Railings on Main Street between junctions of Holywell Lane and Back Holywell Lane (326iii/17)** – update on progress.
 - iv. **White lines - Colliers Lane/Main Street and Ash Hill Drive (326iv/17)** – update on progress.
 - v. **Holywell Triangle Conservation Area (326v/17)** – update on progress.
 - vi. **Surface water run-off in Gateland Lane (326vi/17)** – update on progress.
 - vii. **Wall next to Barnaby Cottages, Winn Moor Lane (326vii/17)** – to note that letter of thanks has been sent to the land agents.
 - viii. **Repairs to stile at Ash Hill Lane (326ix/17)** – update on progress.
 - ix. **Parish Charter (326xi/17)** – to note that LCC's review of the Parish Charter is to begin in the new municipal year led by Cllr Matthew Robinson and that Cllr Robinson will be seeking volunteers to help with the process in due course.
 - x. **Defibrillator (332/17)** – to confirm that transfer of ownership to the Parish Council has been initiated.
 - xi. **Tree felling on Outer Ring Road (347/17)** – to note e-mail from LCC (**copied to cllrs**) and to decide any further action to take.
 - xii. **Ditch to the south side of Shadwell Lane near Temperance Cottage** – to confirm reported to LCC.
8. **Meal for Elderly People 23rd March 2018** – review of the event (VV).
9. **Asset Register** – to consider updated schedule (**copied to cllrs**).

10. **General Data Protection Regulation** – to receive an update on progress (Clerk).
11. **Shadwell Primary School**
 - i. **New flowerbeds** – to confirm that SIB have liaised with School (NT).
 - ii. **School crossing patrol advert** – to confirm published in newsletter and on website (Clerk & DP).
 - iii. **AGM** – to confirm that a school governor has been invited to AGM (Clerk).
 - iv. **Newsletters** - to confirm that they were delivered to School (VV).
12. **Annual Parish Meeting 16th April 2018** – to receive an update on progress and to finalise arrangements for the meeting.
13. **Neighbourhood Plan**
 - i. **Development of Plan** – update on progress (DP).
 - ii. **Community Right to Bid** – update on progress (Clerk and DP).
 - iii. **Update on grant** – clerk to report actual spend to the end of March.
14. **Recreation Centre** – update on progress (NT(2)/GW).
15. **Parish Website Refresh** – to receive an update on progress (Clerk).
16. **East Leeds Orbital Road** – to note that detailed plans have been received and to report any further progress (Clerk).
17. **Moor Allerton Hall Primary School** – to note new round of consultation (**copied to cllrs**).
18. **Highways**
 - i. **Illuminated Speed Warning Sign** – to note arrangements for site visit to agree locations with LCC Highways.
 - ii. **20mph speed limit and parking restrictions** – to note e-mail received from LCC (**copied to cllrs**) and to decide whether to make further representations.
19. **Village Maintenance**
 - i. **Village Maintenance Contractor** – update on work completed in March (Clerk).
 - ii. **Ginnels** – to confirm that up to date list has been emailed to LCC Environmental Action (Clerk).
 - iii. **Grit Bins** – update on progress (NT/Clerk).
 - iv. **Bridle path from Bridle Path Road to Brandon Crescent** – update on progress (Clerk).
 - v. **Trees overhanging the allotments** – to receive an update on progress (NT).
 - vi. **Shadwell Park Court** – hedge and tree issues (Clerk and NT).
 - vii. **Red Lion lost garden** – maintenance (DT).
20. **Risk Assessment** – April assessment: NT(2); volunteers required for May and June.
21. **Reports from Council Representatives on Local Committees and Forums**
 - i. **Shadwell Library Committee** – DT.
 - ii. **Shadwell in Bloom** – NT.
22. **Parish Council Surgery** – March surgery NT(2); volunteers required for May and June.
23. **Correspondence.**

24. **Questions from members of the public** - This is an opportunity for attendees to ask questions on items discussed in the agenda – 5 minutes.
25. **Items for next agenda.**
26. **Urgent items which have arisen since publication of agenda and councillors' queries.**
27. **Cheques** - To agree the signing of the cheques (**list of cheques for payment to be provided to cllrs at the meeting**).

28. **Future Meetings:**
 - Annual Parish Meeting** – Monday, 16th April 2018 at 7:00pm.
 - Village Maintenance Committee** – Monday, 30th April 2018 at 6:30pm.
 - Finance Committee** – Monday, 30th April at 7:00pm.
 - Planning Committee** – Monday 14th May at 6:30pm.
 - Annual Meeting of the Council** – Monday 14th May at 7:00pm.

All meetings are held in the Recreation Centre, Holywell Lane and are open to the public.

29. **Part Two** – due to the confidential nature, the Press and Public will be excluded by resolution when any items are discussed.
30. **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 1972. The Press and Public may not speak when the Council is in session.

Signed:

Date: 29th March 2018

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