

**OFFICIAL NOTICE OF A
MEETING OF SHADWELL PARISH COUNCIL
TO BE HELD
On Monday, 11th June 2018 at 7.00pm
In the Recreation Centre, Holywell Lane**

AGENDA Part 1

1. **Chairman to open the meeting.**
2. **New Parish Councillor** – to co-opt agreed candidate to the Parish Council. Co-optee to sign declaration of acceptance of office.
3. **Chairman and members to receive and approve any apologies for absence.**
4. **Minutes** – the Minutes of the Annual Meeting of the Parish Council held on 14th May 2018 to be approved and signed.
5. **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.
6. **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.
7. **Crime Report** – to receive the crime report for April (**copied to cllrs**).

The Chairman will reconvene the meeting.

8. **Current items outstanding including the Clerk's Report**
 - i. **Potholes** – to receive a list of potholes reported this month.
 - ii. **St Paul's Churchyard (10Viii/18)** – update on discussion regarding memorials and gravestones (NT(2)).
 - iii. **Regeneration** – update on arrangements for meeting with LCC's Regeneration Team.
 - iv. **Blind Lane street sign** – to confirm that LCC have been asked to replace the missing sign (Clerk).
9. **Progress on items awaiting action from Leeds City Council** (Clerk)
10. **Appointment of new councillor to committees**
11. **Main Street parking issues**
 - i. **Scout Hut Parking** – to report outcome of meeting with Scout Leader (DP).
 - ii. **Avon Court parking signs** – to receive confirmation that order has been placed. Awaiting delivery and installation (Clerk).
 - iii. **Inconsiderate parking** – to note the pdf leaflet supplied by PCSO Barratt (**copied to cllrs**) and to consider how to use.
 - iv. **Double yellow lines** – to receive any update from LCC.
12. **General Data Protection Regulation**
 - i. **Data Protection Officer** – to note that requirement to appoint a DPO has been removed from the regulation.

- ii. **Privacy Notices** – to consider drafts circulated at last meeting.
13. **Neighbourhood Plan**
 - i. **Development of Plan** – update on progress (DP).
 - ii. **Community Right to Bid** – update on progress (Clerk and DP).
 14. **Defibrillator** – update on progress of transfer to Parish Council (clerk).
 15. **“There but not there” World War 1 commemoration (copied to cllrs)**– to consider whether to participate (DF)
 16. **Recreation Centre** – update on progress (NT(2)/GW).
 17. **Parish Website Refresh** – update on progress (Clerk).
 18. **East Leeds Orbital Road** – update on progress (Clerk)
 19. **Shaping the Future – new strategic plan for NALC (copied to cllrs)** – to consider whether to respond to consultation.
 20. **Highways**
 - i. **Illuminated Speed Warning Sign** – update on progress with grant request (clerk)
 - ii. **20mph speed limit**– to confirm that objection to blanket proposal has been lodged (**copied to cllrs**), and to note any response.
 21. **Planning** – to receive an update from this evening’s Planning Committee meeting.
 21. **Finance**
 - i. **Grant requests** – to consider any grant requests received.
 - ii. **Annual Governance and Accountability Return 2017/18** – to receive confirmation that the Annual Return has been sent to the external auditor, and that the statutory period for the exercise of public rights will run from Monday 4th June to Friday 13th July (Clerk).
 22. **Village Maintenance**
 - i. **Village Maintenance Contractor** – update on work completed in May (Clerk).
 - ii. **Grit Bins** – to agree capacity of small grit bin for outside the Post Office.
 - iii. **Bridle path from Bridle Path Road to Brandon Crescent** – update on progress (Clerk).
 - iv. **Red Lion lost garden** –update on discussions with Landlord (NT).
 - v. **Allotments** – update on progress on request to Lady Elizabeth Hastings Trust (Clerk); consideration of other options.
 - vi. **Extension of Christmas lights** – to consider options (DP)
 23. **Risk Assessment** – June assessment: NT(2); VV to conduct July assessment.
 24. **Reports from Council Representatives on Local Committees and Forums**
 - i. **Shadwell Library Committee** – DT.
 - ii. **Shadwell in Bloom** – NT.
 25. **Parish Council Surgery** – May surgery GW; GW to also conduct June surgery.
 26. **Correspondence.**

27. **Questions from members of the public** - This is an opportunity for attendees 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' queries.**
 30. **Cheques** - To agree the signing of the cheques (**list of cheques for payment to be provided to cllrs at the meeting**).
 31. **Future Meetings:**
 - Planning Committee** – Monday, 9th July at 6:30pm.
 - Full Council** – Monday, 9th July at 7:00pm.
 - Village Maintenance Committee** – Monday, 23rd July at 6:30pm
 - Finance Committee** – Monday 23rd July at 7:00pm
- All meetings are held in the Recreation Centre, Holywell Lane and are open to the public.
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 1972. The Press and Public may not speak when the Council is in session.

Signed:

Date: 4th June 2018

Mike Woods, Clerk to the Council
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