

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

AGENDA Part 1

1. **Chairman to open the meeting.**
3. **Chairman and members to receive and approve any apologies for absence.**
4. **Minutes** – the minutes of the meeting held on 11th June 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 June.

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 (41ii/18)** – update on discussions with Church Council (DF).
 - iii. **Local Centres Programme** – update on progress (ES/NT(2)).
9. **Progress on items awaiting action from Leeds City Council (Clerk)**
10. **Main Street parking issues**
 - i. **Scout Hut Parking** – to note response from Shadwell Scout Group Committee (**copied to cllrs**) and to consider next steps.
 - ii. **Avon Court parking signs** – update on progress (Clerk and ES).
 - iii. **Double yellow lines** – to receive any update from LCC.
 - iv. **Diagonal parking bays** – to receive feedback from LCC.
11. **Neighbourhood Plan**
 - i. **Community Right to Bid** – to receive confirmation that applications have been submitted for the Post Office and Red Lion (Clerk).
12. **Disciplinary & Grievance Procedures** – to undertake the annual review (**copied to cllrs**).
13. **Financial Regulations** – to undertake the annual review (**copied to cllrs**).
14. **"There but not there" World War I commemoration** – to receive confirmation that application has been submitted and that activities are being planned for 27th October. (Clerk & DF).
15. **Newsletter** – to consider content for next newsletter and to confirm dates (All).

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. **Highways**
 - i. **Illuminated Speed Warning Sign** – to receive confirmation that grant request has been submitted (Clerk).
 - ii. **20mph speed limit** – update on progress (Clerk).
 - iii. **Hobberley Lane** – query regarding weight limit/vehicle width restrictions (**copied to cllrs**).
20. **Planning** – to receive an update from this evening’s Planning Committee meeting.
21. **Finance**
 - i. **Exercise of public rights** – to note any requests received (Clerk).
22. **Village Maintenance**
 - i. **Village Maintenance** – update on work completed in June (Clerk).
 - ii. **Stiles** – to receive confirmation that contractor has been asked to repair stile near stream between Old Brandon Lane and Bridle Path Road and to trim around stiles throughout the village (Clerk).
 - iii. **Branches overhanging the bridle path from Shadwell to Brandon Crescent** – to receive confirmation that contractor has been asked to cut back (Clerk).
 - iv. **Allotments** – update on progress on request to Lady Elizabeth Hastings Trust (Clerk); progress on other options (VV/NT).
23. **Public Paths Partnership** – to receive confirmation that annual grant has been received.
24. **Risk Assessment** – July assessment: VV; volunteers required for August and September.
25. **Reports from Council Representatives on Local Committees and Forums**
 - i. **Shadwell Library Committee** – DT.
 - ii. **Shadwell in Bloom** – NT.
26. **Parish Council Surgery** – July surgery DF; volunteers required for August & September.
27. **Correspondence**
 - i. **Benefice of Moor Allerton and Shadwell Team Ministry** – to note progress (**copied to cllrs**).
 - ii. **Parlington Estate** – to note letter received from Aberford & District Parish Council (**copied to cllrs**).
28. **Questions from members of the public** - This is an opportunity for attendees 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’ queries.**
31. **Cheques** - To agree the signing of the cheques (**list of cheques for payment to be provided to cllrs at the meeting**).

32. **Future Meetings:**

Finance Committee – Monday 23rd July at 7:00pm

Planning Committee – Monday, 13th August at 6:30pm.

Full Council – Monday, 13th August at 7:00pm.

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

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 1972. The Press and Public may not speak when the Council is in session.

Signed:

Date: 2nd July 2018

Mike Woods, Clerk to the Council

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