

**OFFICIAL NOTICE OF A
MEETING OF SHADWELL PARISH COUNCIL
TO BE HELD
On Monday, 13th August 2018 at 7.00pm
In the Recreation Centre, Holywell Lane**

AGENDA Part 1

1. **Chairman to open the meeting.**
2. **A minute's silence to remember Keith Pickford** – to note with sadness Keith's passing and to formally acknowledge his long years of service to this council and to the local community.
3. **Chairman and members to receive and approve any apologies for absence.**
4. **Minutes** – the minutes of the meeting held on 9th July 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 July.

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. **Hobberley Lane (82/18iii)** – to report outcome of site visit and to consider whether further width/weight restrictions are required (GW/NT2).
9. **Progress on items awaiting action from Leeds City Council** (Clerk)
10. **Main Street parking issues**
 - i. **Avon Court parking signs** – to confirm that signs have now been installed (Clerk/ES).
 - ii. **Double yellow lines** – to receive any update from LCC.
 - iii. **Diagonal parking bays** – to receive feedback from LCC.
11. **Local Centres Programme** – to report further progress including outcome of meeting on 1st August (ES).
12. **Bus Services** – update from meeting regarding local bus services held on 7th August (DT).
13. **Neighbourhood Plan** – update on progress (DP).
14. **Financial Regulations** – to report outcome of annual review (DP/DT).
15. **Complaints Procedure** – to conduct the annual review (**copied to cllrs**).
16. **"There but not there" World War I commemoration** – to report progress. (DF).

17. **Newsletter** – to receive update on progress and to agree target date for publication (All).
18. **Recreation Centre** – update on progress (NT(2)/GW).
19. **Parish Website Refresh** – update on progress (Clerk).
20. **East Leeds Orbital Road**
 - i. **Forum meeting** – to receive an update from the Forum meeting held on 17th July (if available).
 - ii. **Diffusion Tubes** – to note progress (**e-mail copied to cllrs**).
21. **Highways**
 - i. **Illuminated Speed Warning Sign** – update on progress (Clerk).
 - ii. **20mph speed limit** – update on progress (Clerk).
22. **Planning** – to receive an update from this evening’s Planning Committee meeting (DT) and to endorse any recommendations made.
23. **Finance**
 - i. **Finance Committee meeting 23rd July** – to receive an update from the meeting (DP).
 - ii. **Annual Grants** – to consider the recommendation of Finance Committee that annual grants to the Village Hall, the Recreation Centre, the Scouts Group and the Horticultural Society should be paid forthwith.
 - iii. **Transfer to Building Society** – to consider the recommendation of the Finance Committee that £10,000 should be transferred to maximise interest received.
24. **Village Maintenance**
 - i. **Village Maintenance** – update on work completed in July (Clerk).
 - ii. **Stiles** – to receive update on repairs to stiles 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 update on progress (Clerk).
 - iv. **Old Brandon Lane** – to confirm that hedges at the bottom of the lane have been cut back by village maintenance contractor and SIB volunteers.
25. **Allotments**
 - i. **Additional provision** – update on progress of discussions (VV/NT).
 - ii. **Protection of crops** – to note e-mail received (**copied to cllrs**) and to consider any actions to take.
26. **Public Paths Partnership** – update on progress (DP).
27. **Risk Assessment** – August assessment: NT2; DT to conduct assessment in September.
28. **Reports from Council Representatives on Local Committees and Forums**
 - i. **Shadwell Library Committee** – DT.
 - ii. **Shadwell in Bloom** – NT.
29. **Parish Council Surgery** – August surgery GW; GW to also conduct surgery in September.

30. **Correspondence**
- i. **Benefice of Moor Allerton and Shadwell Team Ministry** – to note that the Church Commissioners have decided that the scheme to create four new parishes should proceed **(copied to cllrs)**.
 - ii. **Anti-social behaviour** – to note guidance from LCC on how best to report instances of anti-social behaviour **(copied to cllrs)**.
 - iii. **Shadwell News** – to note e-mail of thanks for recent grant payment.
 - iv. **LCC Licensing Policy** – to note current consultation **(copied to cllrs)**.
31. **Questions from members of the public** - This is an opportunity for attendees to ask questions on items discussed in the agenda – 5 minutes.
32. **Items for next agenda.**
33. **Urgent items which have arisen since publication of agenda and councillors’ queries.**
34. **Cheques** - To agree the signing of the cheques **(list of cheques for payment to be provided to cllrs at the meeting)**.
35. **Future Meetings:**
Planning Committee – Monday, 10th September at 6:30pm.
Full Council – Monday, 10th September at 7:00pm.
Planning Committee – Monday, 8th October at 6:30pm.
Full Council – Monday, 8th October at 7:00pm.
- All meetings are held in the Recreation Centre, Holywell Lane and are open to the public.
36. **Part Two** – due to the confidential nature, the Press and Public will be excluded by resolution when any items are discussed.
37. **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: 6th August 2018

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