

**OFFICIAL NOTICE OF A
MEETING OF SHADWELL PARISH COUNCIL
TO BE HELD
On Monday, 8th April 2019 at 7.00pm
In the Recreation Centre, Holywell Lane**

AGENDA Part 1

1. **Chairman to open the meeting.**
2. **Chairman and members to receive and approve any apologies for absence.**
3. **Minutes** – the minutes of the meeting held on 11th March 2019 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 (**to follow**).

The Chairman will reconvene the meeting.

7. **Current items outstanding including the Clerk's Report**
 - i. **Potholes, etc** – to receive a list of matters reported this month.
 - ii. **Surgery (400/18)** – to note that replies have been sent to residents who attended surgery in March (Clerk).
 - iii. **Good Companions (401/18)** – to note that a reply has been sent regarding enquiry (Clerk).
8. **Progress on items awaiting action from Leeds City Council** (Clerk).
9. **Meal for Older People 22nd March 2018** – review of the event (VV).
10. **Asset Register** – to consider updated schedule (**to follow**).
11. **Main Street parking**
 - i. **Parking and siting of bins at Stocks Hill** – update on progress (Clerk).
 - ii. **Comments via Cllr Robinson** – to note comments by concerned resident (**copied to cllrs**).
12. **Tour de Yorkshire 2019** – update on preparations for the event (DF).
13. **Parish council elections, 2nd May** – to note the statement of persons nominated, published 4th April (**to follow**).
14. **Holywell Triangle Conservation Area review** – update on progress (Clerk).
15. **Recreation Centre** – to receive update following AGM (NT, NT2 & GW).
16. **LCC Standards Committee** – to note 2018/19 annual report (**copied to cllrs**).

17. **Neighbourhood Plan**
 - i. **Updated plan** – to note that revised plan is still being considered by steering group.
 - ii. **End of year grant report** – to be completed by Clerk – deadline 14th April.
18. **Annual Parish Meeting, 15th April**
 - i. **Agenda** – to finalise agenda (**copied to cllrs**) and Chairman to sign.
 - ii. **Update** - to finalise arrangements for the event (Clerk).
19. **Local Centres Programme** – update on progress (ES).
20. **Newsletter** – to confirm that newsletter has been distributed and to thank all volunteers involved.
21. **Parish Website Refresh** – to consider quote(s) from potential contractors (**to follow**).
22. **East Leeds Orbital Road** – update on progress (Clerk).
23. **Highways**
 - i. **20mph speed limit** – to note the response submitted on behalf of the Parish Council (**to follow**).
 - ii. **Flashing warning signs outside school** – update on progress.
24. **Planning**
 - i. **Course and Conference** - to receive updates from DT on YLCA Planning Course 23rd March and from DP on LCC Planning Conference 26th March.
 - ii. **Planning Committee** - to receive an update from this evening's meeting and to endorse any recommendations made.
25. **Finance**
 - i. **Precept and Council Tax Support Grant** - to note that precept and grant were received on 1st April (Clerk).
 - ii. **Grant Request** – Tennis Club (**copied to cllrs**).
 - iii. **Internal and External Audit of 2018-19 Accounts** – to note arrangements for the two audits (Clerk).
26. **Village Maintenance**
 - i. **Village Maintenance** – update on work completed in March (Clerk).
 - ii. **Inappropriate use of rock-salt** – to confirm that signs have been attached to grit bins (NT).
 - iii. **Abandoned lorry on land adjacent to Winn Moor Lane** – update on progress (NT).
27. **Holywell Lane Playground** – to note outcome of meeting on 26th March 2019.
28. **Footpaths**
 - i. **Footpath adjacent to Wainscott Cottage, Winn Moor Lane** – update on progress to add to definitive list (Clerk).
 - ii. **Parish Paths Partnership** – update if available.
29. **Risk Assessment** – April assessment: NT2; volunteers for May and June.
30. **Reports from Council Representatives on Local Committees and Forums**
 - i. **Shadwell Library Committee** – DT.
 - ii. **Shadwell in Bloom** – NT.
31. **Parish Council Surgery** – April surgery: GW; GW has already volunteered for May.

32. **Correspondence**
33. **Questions from members of the public** - This is an opportunity for attendees to ask questions on items discussed in the agenda – 5 minutes.
34. **Items for next agenda.**
35. **Urgent items which have arisen since publication of agenda and councillors' queries.**
36. **Cheques** - to agree the signing of the cheques (**list of cheques for payment to be provided to cllrs at the meeting**).
37. **Future Meetings:**

Annual Parish Meeting – Monday, 15th April at 7:00pm.

Village Maintenance Committee – Monday, 29th April at 6:30pm.

Finance Committee – Monday, 29th April at 7:00pm.

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

Full Council – Monday, 8th May at 7:00pm

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

38. **Part Two** – due to their confidential nature, the Press and Public will be excluded by resolution when any items are discussed.
39. **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: 28th March 2019

Mike Woods, Clerk to the Council

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