

**OFFICIAL NOTICE OF A
MEETING OF SHADWELL PARISH COUNCIL
TO BE HELD
On Monday, 10th June 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 13th May 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 May (**copied to cllrs**).

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. **Path 102** – to confirm that the brambles have been cut back.
 - iii. **Shrubs at Colliers Lane** – to confirm that the shrubs limiting access to one of the benches have been cut back.
 - iv. **Local history information board** – to confirm that board has been made safe.
 - v. **Wall adjacent to the Library, Arts Centre and Café** – to confirm that wall has been repaired.
8. **Progress on items awaiting action from Leeds City Council** (Clerk).
9. **Parish Council vacancy** – to note that vacancy has been advertised on website, noticeboard and on social media, and to consider any expressions of interest received.
10. **GDPR** – to undertake annual review of data protection policy and privacy notices (**copied to cllrs**).
11. **Training** – to consider YLCA training programme for June to November (**copied to cllrs**).
12. **First Bus liaison meeting** – to agree attendance at meeting, and to consider any current issues with 7S service.
13. **Supporting local businesses**
 - i. **Village shops** – to receive update on progress (NT/NT2)
 - ii. **Local Centres Programme** – update on progress (ES/Clerk) and to consider how best to take forward.

14. **Holywell Triangle Conservation Area review**
 - i. **Consultation** – to note steps taken to publicise consultation (Clerk).
 - ii. **Public Meeting** – to finalise arrangements for public meeting on 12th June (All).
15. **Newsletter** - to consider content for next issue, agree contributors and set target date for distribution (All).
16. **Neighbourhood Plan** - update on progress (DP).
17. **Four Year Plan** – update on progress (DP).
18. **Parish Website Refresh** – update on progress (Clerk)
19. **East Leeds Orbital Road** – update on progress (Clerk).
20. **Highways**
 - i. **20mph speed limit** – update on progress (Clerk).
 - ii. **Flashing warning signs outside school** – update on progress (Clerk).
21. **Planning**
 - i. **Planning Committee** - to receive an update from this evening’s planning committee meeting, endorse any recommendations made or to consider planning applications where necessary. The applications are:
 - a. 19/02673/FU – 70 Ash Hill Drive
 - b. 19/02950/FU – 6 Church Farm Garth
 - c. 19/02995/FU – 269 Main Street
 - d. 19/02969/FU – 15 Shadwell Park Drive
22. **Finance**
 - i. **Notice of public rights and publication of unaudited annual governance & accountability return** – to note that it is proposed that the period for the exercise of public rights in respect of the 2018/19 accounts should run from 17th June 2019 to 26th July 2019, inclusive (Clerk as RPO).
23. **Village Maintenance**
 - i. **Village Maintenance Committee** – to receive update from meeting and a summary of work completed in May (Clerk).
24. **Footpaths**
 - i. **Request for a public right of way between Path 102 and Path 245** – to confirm that Clerk has written to LCC (Clerk).
 - ii. **Footpath adjacent to Wainscott Cottage, Winn Moor Lane** – update on progress to add to definitive list (Clerk).
 - iii. **Parish Paths Partnership** – to note any update (DP).
25. **Risk Assessment** – June assessment: DF; volunteers required for July and August.
26. **Reports from Council Representatives on Local Committees and Forums**
 - i. **Shadwell Library Committee** – DT.
 - ii. **Shadwell in Bloom** – NT.
27. **Parish Council Surgery** – June surgery: GW; GW has already volunteered for July.

28. **Correspondence**
- i. **75th anniversary of VE day** – to note letter received from ssafa and to consider whether to participate (**copied to cllrs**).
 - ii. **Leeds Core Strategy Selective Review** – to note consultation on proposed main modifications (**copied to cllrs**).
29. **Questions from members of the public** - This is an opportunity for attendees to ask questions on items discussed in the agenda – 5 minutes.
30. **Items for next agenda.**
31. **Urgent items which have arisen since publication of agenda and councillors’ queries.**
32. **Cheques** - to agree the signing of the cheques (**list of cheques for payment to be provided to cllrs at the meeting**).
33. **To note future meetings:**
Planning Committee – Monday, 8th July at 6:30pm
Full Council – Monday, 8th July at 7:00pm
Finance Committee – Monday, 22nd July at 7:00pm
- Note that the Village Maintenance Committee meeting scheduled for 22nd July has been cancelled.
- All meetings are held in the Recreation Centre, Holywell Lane and are open to the public.
34. **Clerk’s appraisal** – to receive an update from DP/DT and to review remuneration. (*Note that the Parish Council may resolve that this item is confidential in nature, and that the press and public should be excluded when this matter is discussed*).
35. **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 where they are excluded by resolution under section 100 of the Local Government Act 1972.

The press and public may not speak when the Council is in session.

Signed:

Date: 3rd June 2019

Mike Woods, Clerk to the Council
Tel: 0775 171 8483
Email: clerk@shadwell-parish-council.org
Website: www.shadwell-parish-council.org