

**OFFICIAL NOTICE OF A
SHADWELL PARISH COUNCIL MEETING
TO BE HELD
On Monday 11th January 2016 at 7.30pm
In the Recreational Centre, Holywell Lane, Shadwell**

AGENDA Part 1

1. **Chairman to open the meeting and Members to accept and approve apologies.**
2. **Minutes** – the Minutes of full Council meeting held on 14th December 2015 to be approved and signed and the Planning Committee minutes to be noted.
3. **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 that the Member wishes to declare in the public interest, in accordance with paragraphs 19-20 of the Members' Code of Conduct.
4. **Questions from members of the public** – The Chairman will suspend the meeting to allow for the public's comments for 10 minutes.
5. **Crime Report** – to receive the crime report.
- 6 **Presentation on the role of the MAECare Neighbourhood Co-ordinator by Pam Hargreaves**
7. **The Crime Prevention Panel – Outer North East Leeds** – to receive the report.

The Chairman will reconvene the meeting

8. **Current items outstanding to include the Clerk's Report**
 - i. **Potholes** - to receive the list from the Clerk of the potholes in Shadwell which have been reported.
 - ii. **Noticeboards (230ii/15)** – to receive an update from TV on the repair. To receive confirmation that the Clerk has contacted Boston Spa PC to obtain details of an approved contractor.
 - iii. **Bin for Pitts Wood (230iii/15)** – to receive an update from the Clerk.
 - iv. **New Headteacher of the Primary School (230vi/15)** – to receive an update from DP.
 - v. **Water in Bridle Path (230ix/15)** – to receive an update from the Clerk.
 - vi. **Defibrillator (231/15)** – to receive confirmation that Yorkshire Ambulance has been advised that the code is coming off the defibrillator.
 - vii. **Training Courses on Dementia (239ii/15)** – to receive confirmation that the Clerk has contacted Andrea Holgate, LCC for advice
9. **Items for the next Newsletter** – to receive a list of articles for the next newsletter. To decide the delivery date for the next newsletter.
10. **Purchase of a Stihl battery-operated Strimmer** – to discuss the purchase of a strimmer.
11. **Leeds CC Annual Forum and Seminar** – to note the date the seminar is to be held is **Thursday 25th February 2016** and decide who should attend.
12. **Parish and Town Council Charter and Highways Supplement** – to discuss and let Leeds CC have feedback by 29th January 2016 (**Emailed to Cllrs**).
13. **Changes to the External Audit Regime** – to receive the advice note from YLCA and decide whether to opt-out of the Sector-led Body for audit (**Copied to Cllrs**)
14. **The Queen's 90th Birthday Beacons - 21 April 2016** – to consider having a beacon to celebrate Her Majesty's 90th Birthday.
15. **Complaints Procedure** – to undertake the annual review (**Copied to Cllrs**).

16. **Planning –**
 - i. **Planning Minutes** – to receive the minutes of the December planning meeting (for information only).
 - ii. **Most recent planning applications** - to receive an update from DT.
17. **Finance – (Relevant documents copied to Cllrs)**
 - i. **Finance Committee meeting 4th January 2016** – to receive an update from DP.
 - ii. **Quarter 3 Budget** – to receive a report from DP
 - iii. **Precept 2016/2017** – to receive the recommendation from the Finance Committee
 - iv. **Transfer from Deposit Account** – to resolve to transfer £5000 from the Council's deposit account to the current account.
18. **Highways –**
 - i. **Carr Lane/ Wetherby Road** – to receive an update from DP.
19. **Risk Assessment** – to receive a report from GT on the monthly risk assessment around the village. The Chairman to sign the report. To note that NT will do the risk assessment in January. To obtain volunteers to undertake the risk assessments in February and March 2016.
20. **Neighbourhood Planning** –
 - i. to receive an update from DP.
 - ii. to review the membership of the Steering Group.
21. **Reports from the Young People's and Older Person's Champions**
 - i. **Young People** (NT)
 - ii. **Older People** (VV)
22. **Reports from Council Representatives on Local Committees and Forums**
 - i. **Shadwell in Bloom (Copied to Cllrs)** - NT
 - ii. **Shadwell Library Committee (Copied to Cllrs)** –DT
23. **Parish Council Surgery** – To receive a report from GW on the surgery hosted on 2nd January 2016. Volunteer for the next surgery on 6th February 2016.
24. **Correspondence (Copied to Cllrs).**
 - i. Letter from YLCA re increase in annual fee
25. **Questions from members of the public** - This is an opportunity for listeners to ask questions on items discussed in the agenda – 5 minutes
26. **Items for next agenda**
27. **Urgent items which have arisen since publication of agenda and Councillors' questions**
28. **Payments** - To agree the payments of invoices (**List of payments provided to Cllrs**)
29.
 - Full Council meeting will be held on Monday 8th February 2016 at 7.30pm
 - Planning Committee meeting on Monday 8th February 2016 at 7.00pm
 - Finance Committee meeting on Monday 25th April 2016 at 7.00pm
 - Village Maintenance Committee on Monday 25th April 2016 at 6.30pm

All meetings are held in the Recreational Centre, Holywell Lane
30. **Part Two – due to the confidential nature, the Press and Public will be excluded by resolution when any items are discussed.**
31. **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. The Press and Public may not speak when the Council is in session.

Signed..... Date 5th January 2016