

**OFFICIAL NOTICE OF A
SHADWELL PARISH COUNCIL MEETING
TO BE HELD
On Monday 11th April 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 March 2016 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 and an update from the Clerk on PCSO Broadwell.
6. **The Crime Prevention Panel – Outer North East Leeds** – to receive the report.

The Chairman will reconvene the meeting

7. **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 at the shops (313ii/15)** – to receive an update from DT on the repair.
 - iii. **Noticeboard at Library (313iii/15)** – to receive an update from DT on the repair.
 - iv. **Rats on Public Right of Way (313vii)** – to receive an update from the Clerk
 - v. **Missing “No Cycling” signs on Path 102 (313xiii/15)** – to receive an update from the Clerk.
 - vi. **Petition to give Local Councils the Right to Appeal Planning Decisions (316/15)** – to receive confirmation from all the members that they had signed the petition.
 - vii. **Tablet Session at the Library (317/15)** – to receive confirmation from VV that MAECare had been informed and that the Clerk had arranged publicity in Shadwell News.
 - viii. **Bin for Shadwell Parks** – to receive confirmation from NT that he had met with the local resident and a site for the bin had been chosen.
 - ix. **Memorial Tree Planting (326/15)** – to receive confirmation from the Clerk that the suggestions for siting of the bench and tree had been advised accordingly.
8. **The Queen’s 90th Birthday Celebrations** – to consider a donation of up to £500 towards the Queen’s 90th Birthday celebrations in Shadwell, to be held in June.
9. **Insurance Quotes** – to consider new options for the Council’s renewal of insurance – due to expire 1st June 2016 **(Copied to Cllrs)**.
10. **Terms of Reference for the Village Maintenance Committee and the School Parking Working Group** – to undertake the annual review **(Copied to Cllrs)**.
12. **Asset Register** – to receive and discuss the Asset Register 2016
13. **Annual Parish Meeting 2016** – to review the Annual Parish Meeting 2016 which was held on 4th April 2016.
14. **Newsletter** – to decide on the publication date of the summer newsletter and to undertake to let the Clerk have suggestions for articles before the May full Council meeting.
15. **Rural Defibrillator** – to receive details regarding the rural defibrillator **(Copied to Cllrs)**.

16. **Dementia Friendly Shadwell** – to receive and discuss ideas from VV and Pam Hargreaves on progressing Shadwell becoming a dementia friendly community (**Copied to Cllrs**).
17. **Memorial Bench** – to decide on a volunteer to accompany NT on a site visit with local residents on Saturday 7th May, to choose a location for a memorial bench.
18. **Planning** –
 - i. **Planning Minutes** – to note receive the minutes of the March 2016 meeting.
 - ii. **Most recent planning applications** - to receive an update from DT.
19. **Finance – (Relevant documents copied to Cllrs)**
 - i. **Payroll** – to receive notification of an increase in the monthly payroll fee (**Copied to Cllrs**).
 - ii. **Skipton Building Society** – to note the account name change to Branch Saver Issue 4 and to receive a copy of the new Terms & Conditions.
20. **Highways** –
 - i. **Carr Lane** – to discuss raising a petition for traffic lights and against closure of Carr Lane.
21. **Risk Assessment** – to receive a report from VV on the March risk assessment around the village. The Chairman to sign the report. To note that NT will undertake the risk assessment in May.
22. **Neighbourhood Planning** –
 - i. to receive an update from DT.
 - ii. review the membership of the Steering Group.
23. **Reports from the Young People’s and Older Person’s Champions**
 - i. **Young People (NT) (Copied to Cllrs)**
 - ii. **Older People (VV) (Copied to Cllrs)**
24. **Reports from Council Representatives on Local Committees and Forums**
 - i. **Shadwell in Bloom (NT) (Copied to Cllrs)**
 - ii. **Shadwell Library Committee (NT) (Copied to Cllrs)**
25. **Parish Council Surgery** – To receive a report from GW on the surgery hosted on 2nd April 2016. Volunteer for the next surgery on 7th May 2016.
26. **Correspondence (Copied to Cllrs).**
 - i. **Shadwell Tennis Club** – Letter of thanks for the recent grant.
27. **Questions from members of the public** - This is an opportunity for listeners to ask questions on items discussed in the agenda – 5 minutes
28. **Items for next agenda**
29. **Urgent items which have arisen since publication of agenda and Councillors’ questions**
30. **Payments** - To agree the payments of invoices (**List of payments provided to Cllrs**)
31.
 - Full Council meeting will be held on Monday 9th May 2016 at 7.30pm
 - Planning Committee meeting on Monday 9th May 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
32. **Part Two – due to the confidential nature, the Press and Public will be excluded by resolution when any items are discussed.**
33. **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.