

**OFFICIAL NOTICE OF A
SHADWELL PARISH COUNCIL MEETING
TO BE HELD
On Monday 10th October 2016 at 7.00pm
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 meetings held on 19th September 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.
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 and to be informed of the new reporting system.
 - ii. **SLCC Roadshow (134/16)** – to receive confirmation from the Clerk that this has been booked at a reduced price.
 - iii. **WYCA Transport Consultation (135/16)** – to receive confirmation from ES that the consultation was completed.
 - iv. **Purchase of Wreath (140ii/16)** – to receive confirmation from the Clerk that the wreath has been ordered.
 - v. **Village Maintenance (141/16)** – to receive an update from the Clerk.
 - vi. **Permit Parking (128ii/16)** – to receive an update from DP.
 - vii. **Proposed Free School, Roundhay Park Lane (131/16)** – to receive an update from DP.
8. **Review of Standing Orders** – to approve the amendments to the Standing Orders.
9. **Committee Membership** – to confirm committee and working group membership (**Copied to Cllrs**).
10. **Annual Review of Data Protection Policy** – to undertake the annual Data Protection Policy review (**Copied to Cllrs**).
11. **Christmas Lights** – to discuss the installation in November of the Christmas lights.
12. **Newsletters** – to receive an up-to-date delivery list from DP; to suggest articles for the next edition; to agree a delivery date.
13. **Annual Return – Assertion 3 (Compliance with laws, regulations and proper practices)** – to confirm that the assertion is undertaken, as stated (**Copied to Cllrs**).
14. **Training for new Councillors** – to receive an update from the Clerk.
15. **Planning** –
 - i. **Planning Minutes** – to receive the minutes of the September 2016 meeting.
 - ii. **Most recent planning applications** - to receive an update from DT.
 - iii. **Leeds Site Allocations Plan** – to receive an update from LCC (**Copied to Cllrs**).

16. **Finance – (Relevant documents copied to Cllrs)**
 - i. **Grit Bin for Library** - to consider the purchase of a small grit bin for the Library **(Quotations copied to Cllrs)**.
 - ii. **Signatory for Skipton Building Society Account** – to elect a signatory for the deposit account, to replace ex-councillor Turnbull.
17. **Highways –**
 - i **Carr Lane and other highways issues** – to receive an update from DP and discuss.
18. **Public Rights of Way –**
 - i. **Path 102** - to receive a report from DP/NT on their site visit to Path 102 with Bob Buckenham, PROW.
 - ii. **Parish Paths Partnership** – to receive an update from DP.
19. **Risk Assessment** – to receive a report from NT2 on the October risk assessments around the village. The Chairman to sign the reports.
20. **Neighbourhood Planning** – to receive an update from DP and to undertake the quarterly review of membership.
21. **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)**
22. **Reports from Council Representatives on Local Committees and Forums**
 - i. **Shadwell in Bloom (NT) (Copied to Cllrs)**
 - ii. **Shadwell Library Committee (DP) (Copied to Cllrs)**
23. **Parish Council Surgery** – To receive a report from GW on the surgery hosted on 1st October 2016. Volunteer for the next surgery on 5th November 2016.
24. **Correspondence (Copied to Cllrs).**
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 14th November 2016 at 7.00pm
 - Planning Committee meeting on Monday 14th November 2016 at 6.30pm
 - Finance Committee meeting on Monday 24th October 2016 at 7.00pm
 - Village Maintenance Committee on Monday 24th October 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 4th October 2016

Lesley Hoff, Clerk of the Council ;

Tel: 0113 2037662;

Email: clerk@shadwell-parish-council.org