

**NOTE Different LOCATION and START TIME (for this meeting only)**

**OFFICIAL NOTICE OF A  
SHADWELL PARISH COUNCIL MEETING  
TO BE HELD  
On Monday 13<sup>th</sup> March 2017 at 6.00pm  
In the Library, Main Street, Shadwell  
AGENDA Part 1**

1. **Chairman to open the meeting and Members to accept and approve apologies.**
2. **New Clerk** – to meet the new clerk, Mike Woods and to ratify his appointment.
3. **Minutes** – the Minutes of full Council meetings held on 13<sup>th</sup> February 2017 to be approved and signed and the Planning Committee minutes to be noted.
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 that 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 the public's comments for 10 minutes.
6. **Crime Report** – to receive the crime report and to receive a report on targeted vehicles in the locality **(Copied to Cllrs)**.

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 note that Vodaphone has been chased.
  - ii. **Carr Lane letter (272/16)** – to receive confirmation from the Clerk that the letter has been forwarded to Cllr Robinson and will be held on file.
  - iii. **Social Media (275/16)** – to receive from the Clerk that the website has been separated from Facebook.
  - iv. **Trees outside Library (277/16)** – to receive an update from the Clerk.
  - v. **Speed Restrictions in Shadwell Lane (282i/16)** – to receive an update from the Clerk.
  - vi. **Parish Council Surgery (288/16)** – to receive confirmation from the Clerk that the dog wardens have been advised of the dog excrement in Strickland Avenue.
8. **Avon Court** – to receive an email from LCC concerning the resurfacing of Avon Court. To receive and discuss the inconsiderate parking at the entrance to and in Avon Court and outside the shops.
9. **Village Website** – to discuss whether to combine a new Parish Council website with a village website.
10. **Annual Parish Meeting** – to receive the draft agenda and to discuss. To agree the setting up arrangements. To discuss the provision of wine and glasses.
11. **4-Year Plan Working Group** - to decide the date of the next 4-year Plan Working Group meeting.
12. **Annual Return – Assertion 6 (Internal Audit)** – to confirm that the assertion is undertaken, as stated **(Copied to Cllrs)**.
13. **Freedom of Information Policy** - to undertake the annual review of the Freedom of Information Policy **(Copied to Cllrs)**.
14. **Cinema in Shadwell** – to receive a report from ES.
15. **Flytipping in Stoney Lane** – to receive details of a successful prosecution for flytipping in Stoney Lane **(previously emailed to Cllrs)**.

16. **2018 Parliamentary Boundary Review Update** – To note that the Boundary Commission is inviting comments on the representations until Monday 27 March 2017 and that all representations have been published at [www.bce2018.org.uk](http://www.bce2018.org.uk)

17. **Planning** –

- i. **Planning Minutes** – to receive the minutes of the February 2017 meeting.
- ii. **Most recent planning applications** - to receive an update from KP.
- iii. **Leeds Site Allocations Plan – Advertisement of Pre-Submission Changes** – to note the submissions have been published (**Copied to Cllrs**).

18. **Finance** – (**Relevant documents copied to Cllrs**)

- i. **Application for a Grant from Shadwell Tennis Club** – to consider a grant of £250 for Shadwell Tennis Club (**Copied to Cllrs**).
- ii. **Purchase a laptop for the Parish Council**- to pass a resolution to purchase a laptop for use by the Clerk
- iii. **Red Lion Car Park resurfacing** – to consider a contribution towards the cost of repairing the surface of the Red Lion car park.
- iv. **Funding for Shadwell Tennis Club** – to consider funding towards resurfacing of courts up to £6500 (**Copied to Cllrs**).

19. **Highways – Crofton Terrace** – to receive and consider the request for signage and access to Crofton Terrace (**Copied to Cllrs**).

20. **Public Rights of Way** –

- i. **Parish Paths Partnership** – to receive an update from DP.
- ii. **P102** – to consider the purchase and installation of a gate and fencing at the ring road end of Path 102.

21. **Risk Assessment** – to receive a report from NT2 on the March risk assessments around the village and to agree who should undertake the risk assessments in April, May and June. The Chairman to sign the report.

22. **Neighbourhood Planning** – to receive an update from ES.

23. **Reports from the Older Person's Champion**

- i. **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 (DP)** (**Copied to Cllrs**)

25. **Parish Council Surgery** – To receive a report from GW on the surgery hosted on 5<sup>th</sup> March 2017. Volunteer for the next surgery on 1<sup>st</sup> April 2017.

26. **Correspondence** (**Copied to Cllrs**).

- i. **Yorkshire Water** – letter concerning freedom to choose water provider.

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 10<sup>th</sup> April 2017 at 7.00pm  
Planning Committee meeting on Monday 10<sup>th</sup> April 2017 at 6.30pm  
Finance Committee meeting on Monday 24<sup>th</sup> April 2017 at 7.00pm  
Village Maintenance Committee on Monday 24<sup>th</sup> April 2017 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.**

**Signed.....**

**Date 7<sup>th</sup> March 2017**

Lesley Hoff, Clerk of the Council

Email: [clerk@shadwell-parish-council.org](mailto:clerk@shadwell-parish-council.org);

Tel: 0113 2037662