

**OFFICIAL NOTICE OF A
MEETING OF SHADWELL PARISH COUNCIL
TO BE HELD
On Monday, 11th September 2017 at 7.00pm
In the Recreation Centre, Holywell Lane, Shadwell**

AGENDA Part 1

1. **Chairman to open the meeting.**
2. **Chairman and members to accept and approve any apologies for absence.**
3. **Minutes** – the Minutes of the Council Meeting held on 10th July 2017 and 14th August 2017 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 (**copied to cllrs**).

The Chairman will reconvene the meeting.

7. **Current items outstanding to include the Clerk's Report**
 - i. **Potholes** – to receive a list of potholes reported this month.
 - ii. **Gulley between Gateland Lane and Minster View** – to confirm blocked and dropped gulley has been reported to LCC.
 - iii. **Thefts from External Post Boxes (99ii/17)** – to confirm that the problem has been publicised on website and that a notice has been prepared to display in library.
 - iv. **Avon Court parking (100iv/17)** – to receive update on response from LCC.
 - v. **Railings on Main Street between junctions of Holywell Lane and Back Holywell Lane (100vii/17)** – update on removal.
 - vi. **Broken kerbstone opposite 25 Main Street (100x/17)** – to receive confirmation that complaint has been made to LCC about the adequacy of the repair.
 - vii. **White lines - Colliers Lane/Main Street (100xi/17)** – update from LCC.
 - viii. **P102 gate and fencing at Ring Road (100xii/17)** – to receive quote from Emerald Garden Maintenance.
 - ix. **Condition of trees in the grounds of Temperance Cottage and Old Hall overhanging Main Street (101/17)** – to receive confirmation that clerk has written to the occupiers, response received regarding Old Hall (**copied to cllrs**).
 - x. **Roundhay Free School (105/17)** – to confirm that clerk has made further representations to Leeds City Council (**copied to cllrs**).
 - xi. **Bus service problems 30th June & 28th July (117iii/17)** – to confirm that clerk has written to First Bus to reiterate resident's concerns.
 - xii. **Advertising hoardings near Grove Cottage and Holywell Lane (121/17)** – to confirm clerk has asked LCC to request removal.
 - xiii. **Shadwell Traffic Management Scheme** – to confirm that clerk has responded to LCC.

8. **Financial Regulations** - to approve amended version (**copied to cllrs**).
9. **Recreation Centre** – update on progress (NT(2)/GW).
10. **East Leeds Orbital Road** – to receive response submitted by clerk (**copied to cllrs**) and to consider next steps.
11. **Holywell Triangle** – to receive update on progress (DT).
12. **4-Year Plan Working Group** – ES to report back on updated draft strategy.
13. **Community Cinema** – to receive an update on progress (ES).
14. **Christmas Lights** – storage (DP).
15. **Planning**
 - i. **Committee membership** – to consider adding an addition councillor to the committee.
 - ii. to receive an update from this evening’s meeting (DT).
16. **Finance**
 - i. **Audit of 2016/17 accounts** – to receive the outcome of the annual audit by PKF Littlejohn (**copied to cllrs**).
 - ii. **Grant Application** – Shadwell Cricket Club: towards cost of annual village fireworks display (copied to cllrs).
17. **Highways**
 - i. **Bay Horse Lane/Main Street junction** – to consider the problems caused by tree canopy. (**email from resident copied to cllrs**).
18. **Public Rights of Way**
 - i. **Parish Paths Partnership** – update from DP.
19. **Village Maintenance**
 - i. **Appointment of New Village Maintenance Contractor/Lengthsman** – update on responses to Facebook advert (ES/DP).
 - ii. **Temporary Contractor** – update on work completed in August (clerk).
 - iii. **Gate to Dan Quarry** – update on repairs (TV).
 - iv. **Review of supplies of rock salt** (NT/DP).
 - v. **Contracts for snow clearing** – to consider renewal.
20. **Risk Assessment** – September assessment: DT. Volunteers required for October & November.
21. **Neighbourhood Planning** – to receive an update from DP.
22. **Parish Website** – to receive an update from ES.
23. **Reports from Council Representatives on Local Committees and Forums**
 - i. **Shadwell Library Committee** – DT
 - ii. **Shadwell in Bloom** - NT

24. **Parish Council Surgery** – to receive a report from GW on the surgery held on 2nd September; ES to conduct surgery in October.
25. **Correspondence** - (copied to cllrs).
26. **Questions from members of the public** - This is an opportunity for listeners to ask questions on items discussed in the agenda – 5 minutes.
27. **Items for next agenda**
28. **Urgent items which have arisen since publication of agenda and councillors' queries.**
29. **Cheques** - To agree the signing of the cheques (**list of cheques for payment provided to cllrs at meeting**).
30. **Future Meetings:**
 - Planning Committee** – Monday, 9th October 2017 at 6.30pm.
 - Full Council** – Monday, 9th October 2017 at 7.00pm.
 - Village Maintenance Committee** – Monday, 23rd October 2017 at 6:30pm.
 - Finance Committee** – Monday, 23rd October 2017 at 7:00pm.

All meetings are held in the Recreation Centre, Holywell Lane and are open to the public.

31. **Part Two** – due to the confidential nature, the Press and Public will be excluded by resolution when any items are discussed.
32. **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 September 2017

Mike Woods, Clerk to the Council
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