

**OFFICIAL NOTICE OF A
MEETING OF SHADWELL PARISH COUNCIL
TO BE HELD
On Monday, 13th November 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 9th October 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 including the Clerk's Report**
 - i. **Potholes** – to receive a list of potholes reported this month.
 - ii. **Gulley between Gateland Lane and Minster View (162ii/17)** – update on progress.
 - iii. **Avon Court parking (162iv/17)** – update on local consultation (DT).
 - iv. **Railings on Main Street between junctions of Holywell Lane and Back Holywell Lane (162iv/17)** – to receive confirmation that Clerk has chased LCC again.
 - v. **Repainting white lines - Colliers Lane/Main Street (162vi/17) and Ash Hill Drive (185/17iv/17)** – update on progress.
 - vi. **P102 gate and fencing at Ring Road (162vii/17)** – update on progress.
 - vii. **Condition of trees outside Old Hall overhanging Main Street (162viii/17)** – Clerk to report update from LCC Tree Officer.
 - viii. **Holywell Triangle Conservation Area (162x/17)** – Clerk to report update from LCC Conservation Officer.
 - ix. **Himalayan balsam in the Brandon Crescent/Bay Horse Lane area and in Dan Quarry (162xii/17)** – Clerk to report update from LCC.
 - x. **Ivy in ginnel adjacent to Crofton Rise (162xiv/17)** – to confirm temporary village maintenance contractor has cut the ivy back.
 - xi. **229 Main Street (162xv/17)** – Clerk to report update from LCC.
 - xii. **Surface water run-off in Gateland Lane (185i/17)** – Clerk to confirm problem reported to LCC.
 - xiii. **Dogs running off lead (185ii/17)** – Clerk to report response from LCC Dog Warden.
 - xiv. **Advertising hoarding outside 225 Main Street (185iii/17)** – update on removal.
 - xv. **Damage to flower bed near junction of Main Street/Bay Horse Lane** – Clerk to confirm that incident has been reported to the Police.

8. **Urban Gulls** – to note concerns raised by resident (**e-mail and clerk's response copied to cllrs**) and to consider the extent of the problem locally.
9. **Damaged wall next to Barnaby Cottages, Winn Moor Lane** – to discuss options for reinstatement (Clerk/DP).
10. **Annual review of Standing Orders and the Rules for Effective Management of Recordings at Parish Council Meetings (Appendix C)** – to consider outcome of review undertaken by DP/DT.
11. **Annual Return: Assertions 4 to 6** – to confirm that the actions are undertaken as stated (**copied to cllrs**).
12. **Proposed Meeting Dates 2018-19** – to consider proposed dates (**copied to cllrs**).
13. **Boundary Commission Revised Proposals** - to note that consultation closes on 11th December 2017 (**email copied to cllrs**).
14. **Newsletter** – Update on progress (Clerk).
15. **Neighbourhood Plan** – update (DP).
16. **Recreation Centre** – update on progress (NT(2))
17. **East Leeds Orbital Road** – to note any further developments (**e-mail copied to cllrs**).
18. **Roundhay Free School** – to note further developments.
19. **4-Year Plan Working Group** – update on progress (ES).
20. **Parish Website** – to receive an update on progress (ES), and to consider proposed budget.
21. **Planning**
 - i. to receive an update from this evening's meeting (DT).
22. **Finance**
 - i. to receive an update from the Finance Committee meeting on 23rd October 2017 (DP).
23. **Public Rights of Way**
 - i. **Parish Paths Partnership** – update from DP.
24. **Village Maintenance**
 - i. **Village Maintenance Committee meeting 23rd October 2017** – to receive an update from NT.
 - ii. **Litter pickers** – to formally recognise the contribution made by a voluntary litter picker in maintaining the attractiveness and cleanliness of the village.
 - iii. **Appointment of new village maintenance contractor** – update on progress (NT).
 - iv. **Temporary contractor** – update on work completed in October (Clerk).
 - v. **Contracts for snow clearing** – update on progress (Clerk).
 - vi. **Strimming and clearing of footpaths** – to confirm that Emerald Garden Maintenance have agreed to do their usual autumn round.
25. **Arranging a Christmas meal for elderly people** – to consider members views (**Email copied to cllrs**).

26. **Risk Assessment** – November assessment: VV; volunteers required for December and January.
27. **Reports from Council Representatives on Local Committees and Forums**
 - i. **Shadwell Library Committee** – DT
 - ii. **Shadwell in Bloom** – NT
28. **Parish Council Surgery** – Update from DT; volunteers required for December and January.
29. **Correspondence - (copied to cllrs).**
30. **Questions from members of the public** - This is an opportunity for listeners to ask questions on items discussed in the agenda – 5 minutes.
31. **Items for next agenda**
32. **Urgent items which have arisen since publication of agenda and councillors' queries.**
33. **Cheques** - To agree the signing of the cheques (**list of cheques for payment to be provided to cllrs at the meeting**).
34. **Future Meetings:**
 - Planning Committee** – Monday, 11th December 2017 at 6.30pm.
 - Full Council (Grants meeting)** – Monday, 11th December 2017 at 7.00pm.
 - Village Maintenance Committee** – Monday, 8th January 2018 at 6:30pm.
 - Finance Committee (Precept meeting)** – Monday, 8th January 2018 at 7:00pm.

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

35. **Part Two** – due to the confidential nature, the Press and Public will be excluded by resolution when any items are discussed.
36. **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: 6th November 2017

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