

**OFFICIAL NOTICE OF A  
MEETING OF SHADWELL PARISH COUNCIL  
TO BE HELD  
On Monday, 15<sup>th</sup> January 2018 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 11<sup>th</sup> December 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. **Resetting of gully between Gateland Lane and Minster View (231ii/17)** – Clerk to confirm that request has been escalated through a Ward Councillor.
  - iii. **Railings on Main Street between junctions of Holywell Lane and Back Holywell Lane (231iv/17)** – update on progress.
  - iv. **Repainting white lines - Colliers Lane/Main Street and Ash Hill Drive (231v/17)** – update on progress.
  - v. **Holywell Triangle Conservation Area (231viii/17)** – update on progress.
  - vi. **Surface water run-off in Gateland Lane (231x/17)** – update on progress.
  - vii. **Damage to flower bed near junction of Main Street/Bay Horse Lane (231xii/17)** – update on repairs to bollard.
  - viii. **Damaged wall next to Barnaby Cottages, Winn Moor Lane (231xiv/17)** – to receive quote & clerk to confirm he has written to agents to request repairs.
  - ix. **Planning issue at Cricketers Fold (231xvi/17)** – update on progress.
  - x. **Meal for elderly people (231xvii/17)** – update on progress (VV).
  - xi. **Recognition of Newsletter Volunteers (236/17)** – to confirm gifts have been distributed.
  - xii. **Ploughing up of footpath between Manor Court and Gateland Lane** – Clerk to confirm he has written to the farmer concerned.
  - xiii. **Repairs to stiles at Ash Hill Lane and Manor Court (229ii/17)** – Clerk to confirm Emerald Garden Services have been asked to quote.
8. **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.
9. **General Data Protection Regulation** – to note implications (**NALC guidance copied to cllrs**).

10. **Neighbourhood Plan** – update on progress including views of Steering Group on registering community assets (DP).
11. **Recreation Centre** – update on progress (NT(2))
12. **Community Relations with the Village School** – to consider ideas to strengthen the relationship between the local community and the school.
13. **East Leeds Orbital Road** – to note any further progress.
14. **4-Year Plan Working Group** – update on progress (ES).
15. **Parish Website** – to receive an update on progress (ES/Clerk).
16. **Highways**
  - i. **Illuminated Speed Warning Sign** – to discuss options.
  - ii. **20mph speed limit and parking restrictions** – update on progress (DP/Clerk).
17. **First Bus Services** – to note recent complaints raised by villagers about the 7S bus service (**copied to cllrs**) and to consider what action to take.
18. **Planning**
  - i. to receive an update from this evening's committee meeting (DT).
19. **Finance**
  - i. to receive an update from the committee meeting held on 8<sup>th</sup> January 2018 (DP).
  - ii. to note the Q3 expenditure against budget and the projected outturn for 2017-18.
  - iii. to consider the 2018-19 budget recommendations of the Finance Committee and to agree the council tax precept for the coming year.
  - iv. to note the report of the internal auditor on the 2016-17 accounts (**copied to cllrs**).
20. **Public Rights of Way**
  - i. **Parish Paths Partnership** – update from DP.
21. **Village Maintenance**
  - i. to receive an update from the committee meeting held on 8<sup>th</sup> January 2018 (NT).
  - ii. **Temporary contractor** – update on work completed in November (Clerk).
  - iii. **Contracts for snow clearing** – update on progress (Clerk).
  - iv. **Grit Bins** – to note progress on clarifying responsibilities for maintaining/refilling (NT).
22. **Risk Assessment** – January assessment: NT(2); volunteers required for February and March.
23. **Reports from Council Representatives on Local Committees and Forums**
  - i. **Shadwell Library Committee** – DT
  - ii. **Shadwell in Bloom** – NT
24. **Parish Council Surgery** – No surgery held in January; volunteers required for February and March.
25. **Correspondence**
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 to be provided to cllrs at the meeting**).
30. **Future Meetings:**
  - Planning Committee** – Monday, 12<sup>th</sup> February 2018 at 6:30pm.
  - Full Council** – Monday, 12<sup>th</sup> February 2018 at 7:00pm.
  - Planning Committee** – Monday, 12<sup>th</sup> March 2018 at 6:30pm.
  - Full Council** – Monday, 12<sup>th</sup> March 2018 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:** 8<sup>th</sup> January 2018

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