

**OFFICIAL NOTICE OF A
MEETING OF SHADWELL PARISH COUNCIL
TO BE HELD
On Monday, 12th March 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 12th February 2018 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 and to consider the e-mail update from PCSO Barratt (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 (295ii/17)** – update on progress.
 - iii. **Railings on Main Street between junctions of Holywell Lane and Back Holywell Lane (295iii/17)** – update on progress.
 - iv. **White lines - Colliers Lane/Main Street and Ash Hill Drive (295iv/17)** – update on progress.
 - v. **Holywell Triangle Conservation Area (295v/17)** – update on progress.
 - vi. **Surface water run-off in Gateland Lane (295vi/17)** – update on progress.
 - vii. **Wall next to Barnaby Cottages, Winn Moor Lane (295viii/17)** – to note that the wall has now been repaired.
 - viii. **Meal for elderly people (295ix/17)** – update on progress (VV).
 - ix. **Repairs to stile at Ash Hill Lane (295x/17)** – update on progress.
 - x. **Advertising for new councillor** – update on progress.
 - xi. **YLCA Leeds Branch Meeting 20th February (302/17)** – to note main points discussed at the meeting including the proposed relaunch of the Parish Charter (summary prepared by Clerk circulated to cllrs).
8. **General Data Protection Regulation** – to note the “toolkit” issued by the National Association of Local Councils (copied to cllrs – precis to follow) and to discuss actions to take.

9. **Neighbourhood Plan**
 - i. **Development of Plan** – update on progress (DP).
 - ii. **Registering Community Assets** – update on progress (Clerk).
 - iii. **Update on grant** – clerk to report anticipated spend to the end of March.
10. **Recreation Centre** – update on progress (NT(2)/GW)
11. **Meeting with Primary School** – to note outcome of meeting held on 21st February (ES).
12. **Parish Website Refresh** – to receive an update on progress (ES/Clerk).
13. **Defibrillator** – to note Yorkshire Ambulance Service’s proposals to transfer ownership and responsibility for defibrillator to the Parish Council and to discuss response (**YAS letter copied to cllrs**).
14. **Benefice of Moor Allerton and Shadwell** – to note consultation on proposal to split C. of E. parishes (**SPC response copied to cllrs**).
15. **First Bus Services** – to note response from First Bus (copied to cllrs) and to consider whether any further action is required.
16. **Highways**
 - i. **Illuminated Speed Warning Sign** – to consider suggestions for siting warning sign(s), and to agree next steps.
 - ii. **20mph speed limit and parking restrictions** – update on progress (Clerk).
 - iii. **Red Lion car park** – to note condition and to consider options (TV).
 - iv. **White lines – Carr Lane junction with Coal Road/Bay Horse Lane** – to note that LCC have repainted these urgently together with those at the bottom of Crofton Rise.
17. **Grant applications** – to consider applications from the following:
 - i. **Shadwell Cinema Club** – request copied to cllrs.
 - ii. **Shadwell News** – request for grant of £250 copied to cllrs.
18. **Public Rights of Way**
 - i. **Parish Paths Partnership** – update from DP.
19. **Village Maintenance**
 - i. **Snow Clearing** – to note positive responses to snow clearing and gritting carried out on behalf of SPC and to consider any further issues.
 - ii. **Village Maintenance Contractor** – update on work completed in February (Clerk).
 - iii. **Ginnels** – to note progress on compiling up-to-date list for LCC Environmental Action (DP).
 - iv. **Grit Bins** – update on progress (NT/Clerk).
 - v. **Fly-tipping on Colliers Lane/Hobberley Lane bridle path** – to note that this has now been cleared.
 - vi. **Trees at the side of the Library** – to receive quote for cutting back (Clerk).
 - vii. **Bridle path from Bridle Path Road to Brandon Crescent** – to agree how best to proceed.
 - viii. **Trees overhanging the allotments** – to receive an update on progress (NT).
20. **Newsletter** – to note progress on preparing spring edition (Clerk/DP).
21. **Annual Parish Meeting** – to consider agenda items and practical arrangements for APM on 16th April 2018.

22. **Risk Assessment** – March assessment: DT; volunteers required for April and May.
23. **Reports from Council Representatives on Local Committees and Forums**
 - i. **Shadwell Library Committee** – DT.
 - ii. **Shadwell in Bloom** – NT.
24. **Parish Council Surgery** – March surgery GW; volunteers required for April and May.
25. **Correspondence.**
26. **Questions from members of the public** - This is an opportunity for attendees 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, 9th April 2018 at 6:30pm.
 - Full Council** – Monday, 9th April 2018 at 7:00pm.
 - Annual Parish Meeting** – Monday, 16th April 2018 at 7:00pm.
 - Village Maintenance Committee** – Monday, 30th April 2018 at 6:30pm.
 - Finance Committee** – Monday, 30th April 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 1972. The Press and Public may not speak when the Council is in session.

Signed:

Date: 5th March 2018

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