

**OFFICIAL NOTICE OF A
MEETING OF SHADWELL PARISH COUNCIL
TO BE HELD
On Monday, 11th February 2019 at 7.00pm
In the Recreation Centre, Holywell Lane**

AGENDA Part 1

1. **Chairman to open the meeting.**
2. **Chairman and members to receive and approve any apologies for absence.**
3. **Minutes** – the minutes of the meeting held on 14th January 2019 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 for January (**copied to cllrs**).

The Chairman will reconvene the meeting.

7. **Current items outstanding including the Clerk’s Report**
 - i. **Potholes, etc** – to receive a list of matters reported this month.
 - ii. **Stiles between Manor Court and Gateland Lane (288iii/18)** – update on progress (Clerk).
 - iii. **Discarded plastic dog waste bags Holywell Lane/Bridle Path Road (288iv/18)** – installation of suitable noticeboard and signs - update on progress NT).
 - iv. **Replacement Village sign (306v/18)** – to note that LCC have agreed to draw up and manufacture a replacement sign (Clerk).
 - v. **Water leak at the junction of Bridle Path Road and Holywell Lane** – to confirm that the leak has been reported to Yorkshire Water (Clerk).
8. **Progress on items awaiting action from Leeds City Council** (Clerk).
9. **Main Street parking**
 - i. **Double yellow lines** – update on Traffic Regulation Order (Clerk).
 - ii. **Parking and siting of bins at Stocks Hill** - update on progress (DT/ES) (**email copied to cllrs**).
10. **Code of Conduct** – to undertake annual review (**copied to cllrs**).
11. **Equal Opportunities Policy** - to undertake annual review (**copied to cllrs**).
12. **First Bus services** – to receive ward councillors’ update from 14th January meeting with First Bus.
13. **Outer North East Parish and Town Council Forum** – to receive update from 24th January meeting (NT2) (**notes copied to cllrs**).
14. **Tour de Yorkshire 2019** – to receive update on progress with planning village activities (DF)

15. **Holywell Triangle Conservation Area review** – to consider action plan (**to follow**) and agree next steps (All).
16. **Neighbourhood Plan** – update on progress (DP).
17. **Annual Parish Meeting, 15th April** – to consider arrangements for meeting, format and speakers (All).
18. **Meal for older people** – update on progress (VV).
19. **Tablet/iPad familiarisation sessions for older people** – update on progress (VV).
20. **Local Centres Programme** – update on progress (ES).
21. **Newsletter** – to reconsider content for next issue, agree contributors and set revised target date for distribution (All).
22. **Parish Website Refresh** – update on progress (ES).
23. **East Leeds Orbital Road** – update on progress (Clerk).
24. **Highways**
 - i. **20mph speed limit** – update on progress (Clerk).
 - ii. **Speed warning signs** – to note comments from resident (**copied to cllrs**).
25. **Planning** – to receive an update from this evening’s Planning Committee meeting (DT) and to endorse any recommendations made.
26. **Finance** – to note that our 2019-20 parish tax base has been confirmed at 971.4 band D equivalent properties and that precepts will be formally agreed by Leeds City Council on 27th February.
27. **Village Maintenance**
 - i. **Village Maintenance** – update on work completed in January (Clerk).
 - ii. **Replacement equipment** – update on progress (NT).
 - iii. **Crofton Terrace** – update on progress (NT).
 - iv. **Snow clearing for the 2018/19 winter season** – to note concerns of resident about use of rock salt and to consider appropriate action(s) (**copied to cllrs**).
 - v. **Abandoned lorry on land adjacent to Winn Moor Lane** – update on progress.
28. **Allotments**
 - i. **New Sign** – sign now installed; to note e-mail of thanks from allotment holder.
29. **Footpaths**
 - i. **Footpath adjacent to Wainscott Cottage, Winn Moor Lane** – update on progress to add to definitive list (Clerk).
 - ii. **Parish Paths Partnership** – update if available.
30. **Risk Assessment** – February assessment: ES; volunteers required for March and April.
31. **Reports from Council Representatives on Local Committees and Forums**
 - i. **Shadwell Library Committee** – DT.
 - ii. **Shadwell in Bloom** – NT.
32. **Parish Council Surgery** – February surgery: GW; volunteers required for March and April.

33. **Correspondence**
- i. **Sewer problems** - to note resident's concerns about unpleasant odours (**copied to cllrs**) and to consider whether to pursue remedial action.
 - ii. **Leeds Site Allocation Plan** – to note that a new round of consultation has been launched by LCC (**email copied to cllrs**).
 - iii. **Recreation Centre** – to note request from chairman of trustees seeking a volunteer to lead project to redevelop the centre (**copied to cllrs**).
34. **Questions from members of the public** - This is an opportunity for attendees to ask questions on items discussed in the agenda – 5 minutes.
35. **Items for next agenda.**
36. **Urgent items which have arisen since publication of agenda and councillors' queries.**
37. **Cheques** - to agree the signing of the cheques (**list of cheques for payment to be provided to cllrs at the meeting**).
38. **Future Meetings:**
- Planning Committee** – Monday, 11th March at 6:30pm.
 - Full Council** – Monday, 11th March at 7:00pm.
 - Planning Committee** – Monday, 8th April at 6:30pm
 - Full Council** – Monday, 8th April at 7:00pm
 - Annual Parish Meeting** – Monday, 15th April at 7:00pm.
- All meetings are held in the Recreation Centre, Holywell Lane and are open to the public.
39. **Part Two** – due to their confidential nature, the Press and Public will be excluded by resolution when any items are discussed.
40. **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: 4th February 2019

Mike Woods, Clerk to the Council
Tel: 0775 171 8483
Email: clerk@shadwell-parish-council.org
Website: www.shadwell-parish-council.org