

**OFFICIAL NOTICE OF A
MEETING OF SHADWELL PARISH COUNCIL
TO BE HELD
On Monday, 11th March 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 11th February 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 February (**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 (326ii/18)** – update on progress (Clerk).
 - iii. **Discarded plastic dog waste bags Holywell Lane/Bridle Path Road (326iii/18)** – installation of suitable noticeboard and signs - update on progress (NT).
 - iv. **Water leaks at the junction of Bridle Path Road and Holywell Lane (326v/18)** – to confirm that leaks have been repaired (Clerk)
 - v. **Sewer problems (352/18)** – to note that resident has been advised to contact Yorkshire Water (Clerk).
 - vi. **Insurance claim** - to confirm that final payment has been received from insurers (Clerk).
8. **Progress on items awaiting action from Leeds City Council** (Clerk).
9. **Main Street parking**
 - i. **Parking and siting of bins at Stocks Hill** – to confirm that the clerk has written to Elizabeth Hastings Trust requesting repairs to roadway and the installation of “residents parking” or “no public access signs” (Clerk).
10. **Publication Scheme** – to undertake annual review (**copied to cllrs**).
11. **YLCA Leeds Branch Meeting 19th February** – verbal report (Clerk).
12. **Tour de Yorkshire 2019**
 - i. **Meeting 28th February** - to receive feedback from meeting and update on progress with planning village activities (DF).
 - ii. **Insurance** – to confirm the insurance arrangements for any activities planned by the Parish Council.
 - iii. **Bunting, etc.** – to approve additional expenditure for putting up decorations in the village.

13. **Parish council elections** – to note that elections are scheduled to take place on 2nd May 2019 and that nominations will open on 26th March 2019.
14. **Holywell Triangle Conservation Area review** – update on progress, including feedback from LCC on action plan (Clerk).
15. **Recreation Centre** – to formally ratify the Parish Council’s support for the redevelopment of the Recreation Centre and to receive an update on progress in identifying a volunteer to lead redevelopment project (NT2).
16. **Neighbourhood Plan** – update on progress (DP).
17. **Annual Parish Meeting, 15th April** – update on planning for event (Clerk).
18. **Meal for older people 22nd March** – update on progress (VV).
19. **Local Centres Programme** – update on progress (ES).
20. **Newsletter** – update on progress (DP/Clerk).
21. **Parish Website Refresh** – update on appointing alternative contractor (Clerk).
22. **East Leeds Orbital Road** – to note tree planting sessions planned for 13th and 16th March (**email copied to cllrs**) and any other related issues.
23. **Highways**
 - i. **20mph speed limit** – update on progress (Clerk).
 - ii. **Speed warning signs** – to confirm that reply has been emailed to concerned resident (Clerk).
24. **Planning** – to receive an update from this evening’s Planning Committee meeting (DT) and to endorse any recommendations made.
25. **Finance**
 - i. **Precept** - to note that our 2019-20 parish precept was formally agreed by Leeds City Council on 27th February and that payment will be received on or around 1st April.
 - ii. Grant Request – Shadwell Yorkshire Countrywomen’s Association - £200 (**copied to cllrs**).
26. **Village Maintenance**
 - i. **Village Maintenance** – update on work completed in February (Clerk).
 - ii. **Inappropriate use of rock-salt** – update on progress with affixing signs to grit bins (NT).
 - iii. **Abandoned lorry on land adjacent to Winn Moor Lane** – update on progress.
 - iv. **Pruning trees adjacent to the Library** – update on progress (Clerk).
27. **Holywell Lane Playground** – to note outcome of meeting 2nd March 2019 (**copied to cllrs**).
28. **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.
29. **Risk Assessment** – March assessment: DF; NT2 has volunteered for April.

30. **Reports from Council Representatives on Local Committees and Forums**
 - i. **Shadwell Library Committee** – DT.
 - ii. **Shadwell in Bloom** – NT.
31. **Parish Council Surgery** – March surgery: GW; volunteers required for April and May.
32. **Correspondence**
33. **Questions from members of the public** - This is an opportunity for attendees to ask questions on items discussed in the agenda – 5 minutes.
34. **Items for next agenda.**
35. **Urgent items which have arisen since publication of agenda and councillors' queries.**
36. **Cheques** - to agree the signing of the cheques (**list of cheques for payment to be provided to cllrs at the meeting**).
37. **Future Meetings:**
 - 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.
 - Village Maintenance Committee** – Monday, 29th April at 6:30pm.
 - Finance Committee** – Monday, 29th April at 7:00pm.

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

38. **Part Two** – due to their confidential nature, the Press and Public will be excluded by resolution when any items are discussed.
39. **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 March 2019

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