

**OFFICIAL NOTICE OF A
MEETING OF SHADWELL PARISH COUNCIL
TO BE HELD
On Monday, 9th March 2020 at 7.00pm
In Shadwell Independent Library, Main Street**

AGENDA

1. **Chairman to open the meeting.**
2. **To receive any apologies and approve reasons for absence.**
3. **Minutes** – the minutes of the meeting held on 10th February 2020 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 Members wish 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. **Ongoing issues including the Clerk's Report**
 - i. **Potholes, etc** – to receive a list of matters reported this month.
 - ii. **YLCA training** – to note feedback on Committees webinar (DP), and to confirm planning training (DS) and Audit webinar (DP).
 - iii. **Christmas lights** – update on progress (Clerk/DF).
 - iv. **Revised grievance and disciplinary templates** – update on progress.
8. **Items awaiting action from Leeds City Council** (Clerk).
9. **Code of Members' Standards** – to undertake annual review (**copied to cllrs**).
10. **Publication Scheme** - to undertake annual review (**copied to cllrs**).
11. **Social Media Policy** – to undertake annual review (**copied to cllrs**).
12. **First Bus - 7S service issues** – to review any further issues reported.
13. **YLCA Leeds Branch Meeting 18th February** – to receive a verbal report (Clerk).
14. **VE Day Commemoration 8th to 10th May 2020** – update on preparations (DF).
15. **Outdoor area for Scouts and Guides** – update on progress (DF)
16. **Holywell Lane playground** – update on progress (Clerk/DF)
17. **Annual meal of older people 20th March** – update on preparations (VV).
18. **Annual Parish Meeting, 20th April** – to confirm speakers and to consider draft agenda (All).

19. **Newsletter** – update on progress and to confirm target date for distribution (DP).
20. **Supporting local businesses**
 - i. **Local Centres Programme** – to receive updates from meetings on 21st & 28th February and to consider funding issues (ES).
 - ii. **Drainage** – to note that ward cllr Robinson has asked LCC Highways to install gullies to allow drainage from front fall pipes. This request is separate from the LCP scheme.
21. **Village Hall** – to note reply sent to Rev. Young (**copied to cllrs**), and to receive update on progress (DP).
22. **Recreation Centre** – update on progress (GW/NT2).
23. **Neighbourhood Plan** – to consider submission documents (**as circulated**) and if agreed, that these should now be submitted to Leeds City Council.
24. **East Leeds Orbital Road** – to receive update on progress/issues (Clerk).
25. **Highways**
 - i. **Parking issues** – to note representations made in response to amended proposals (**copied to cllrs**).
 - ii. **20mph speed limit** – update on progress (Clerk).
 - iii. **Flashing warning signs outside school** – update on progress (Clerk).
26. **Planning Committee** - to receive an update from this evening's planning committee meeting, endorse any recommendations made or to consider planning applications where necessary. The applications are:
 - a. **20/00755/FU – 4 Manor Court** – single storey front extension.
 - b. **20/00658/FU – 5 Hastings Court** – single storey rear extension
 - c. **20/00954/RM – 464 Shadwell Lane** – reserved matters application, appearance, scale access and landscaping.
 - d. **19/06789/FU – 79 Ash Hill Drive** – further amendments to application.
27. **Finance**
 - i. **Precept** – to note that the Parish Council's 2020-21 precept was formally agreed by Leeds City Council on 25th February 2020.
 - ii. **Grant request** – Shadwell Tennis Club - towards creation of a purpose-built changing room (**copied to cllrs**).
28. **Village Maintenance**
 - i. **Village Maintenance Contractor** – to receive summary of work completed in February (Clerk).
 - ii. **Risk assessment for maintenance contractor(s)** – to note outcome of review and to consider updated version and any training requirements (**copied to cllrs**).
 - iii. **Village noticeboard near shops** – to consider options for replacement.
29. **Footpaths**
 - i. **Rights of way affected by ELOR** – update on any proposed changes to routes (DP).
 - ii. **Parish Paths Partnership** – to note any update (DP).
30. **Village Risk Assessment** – to receive report for March (DS); volunteers required for April and May.

31. **Reports from Council Representatives on Local Committees and Forums**
 - i. **Shadwell Library Committee** – DT.
 - ii. **Shadwell in Bloom** – NT.
32. **Parish Council Surgery** – to receive a report on March surgery from GW; volunteers required for April and May.
33. **Correspondence**
 - i. **Parish Charter** – to note launch event in Civic Hall at 6:30pm on 17th March, and to consider attendance.
 - ii. **The Future of Public Parks and Green Spaces in Leeds** – to note consultation (**copied to cllrs**) and to consider response.
34. **Questions from members of the public** - This is an opportunity for attendees to ask questions on items discussed in the agenda – limited to 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. **Any items for which, due to their confidential nature, councillors agree to resolve to exclude the press and public because they include exempt information within the meaning of paragraph 3 of Schedule 12A of the Local Government Act 1972, as amended.**
39. **To note dates for future meetings:**
 - Planning Committee** – Monday, 6th April at 6:30pm
 - Full Council** – Monday, 6th April at 7:00pm
 - Annual Parish Meeting** – Monday, 20th April at 7:00pm
 - Village Maintenance Committee** – Monday, 27th April at 6:30pm
 - Finance Committee** – Monday, 27th April at 7:00pm.

Please note that the meetings on 6th April will be held in Shadwell Independent Library. The other meetings will be held in the Recreation Centre, Holywell Lane. All meetings are open to the public.

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 where they are excluded by resolution under section 1 of the Public Bodies (Admission to Meetings) Act 1960. The press and public may not speak when the Council is in session.

Signed:

Date: 2nd March 2020

M. S. Woods, Clerk to the Council
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