

**OFFICIAL NOTICE OF A
MEETING OF SHADWELL PARISH COUNCIL
TO BE HELD
On Monday, 14th September 2020 at 7.00pm
to be held remotely via Zoom**

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 August 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 via Zoom for a maximum of 10 minutes.
6. **Crime Report** – to receive the crime report for August (**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. **Broken manhole cover Ludolph Drive** – update on progress.
 - iii. **Website accessibility** – to confirm that several non-compliant posts have been removed from website.
 - iv. **Malodorous drains** – update on whether problems have continued (DP).
 - v. **Avon Court** – to note email exchange regarding a resident's concerns about the cutting back of a conifer tree at Avon Court.
8. **Progress on items awaiting action from Leeds City Council** (Clerk).
9. **Relocating bottle banks** – update on discussions with LCC's Waste Management Team (Clerk).
10. **Dog waste** – to note concerns about bags containing dog waste not being disposed of properly, and to consider possible actions.
11. **Legality of advertising vehicles for sale on roadside** – to note recent concerns and to establish legal position (**summary copied to cllrs**).
12. **Business Continuity Plan** – to consider revised draft (**copied to cllrs**).
13. **Holywell Lane playground** – to receive an update on fundraising (DF).
14. **Scouts and Guides**
 - i. **Play area** - to receive update on progress (DF).
 - ii. **Management Committee AGM** – to confirm Zoom representation at meeting on 22nd September.

15. **East Leeds Orbital Road** – update on any new matters of interest or concern (Clerk).
16. **Neighbourhood Plan** – to note that independent examination is continuing and that queries are being dealt with by LCC and the Parish Council’s advisor as they arise.
17. **Highways**
 - i. **Parking outside shops** – update on progress (Clerk).
 - ii. **Flashing warning signs outside village school** – update on progress (Clerk).
 - iii. **Downloading data from speed indicator devices** – update on progress (Clerk)
18. **Planning**
 - i. **“Planning for the Future” consultation** – to note letter from ward councillors (**copied to cllrs**) and to consider responding to the consultation.
 - ii. **To consider the following recent planning applications:**
 - a. **20/04589/FU – 5 Hastings Court** – Single storey side extension (**plans copied to cllrs**).
 - b. **20/0438/FU – 14 Ash Hill Lane** – Two storey rear extension and first floor side extension (**plans copied to cllrs**).
 - c. **20/04088/FU – 69 Main Street** – Single storey rear extension (**plans copied to cllrs**).
 - d. **20/03821/FU – 9 Strickland Avenue** – considered last month. Revised plans now issued – proposal to render whole house removed (**plans copied to cllrs**).
 - e. **2005059/FU – 25 Ash Hill Gardens** – variation of condition 2 of approved plans (20/01577/FU) for amendments to pitched roofs and fenestration pattern to the existing dormer windows (**plans copied to cllrs**).
 - ii. **Adj. 141 Main Street** – to note update from Planning Enforcement which indicates that they are seeking legal advice.
19. **Finance**
 - i. **Audit of 2019/20 accounts** – update on progress (Clerk)
 - ii. **Grant requests** - to consider any grant requests received.
20. **Allotments**
 - i. **Possible additional site** – to note that owner has been identified and that a letter has been sent to seek owner’s views (Clerk).
 - ii. **Compost bins** – to confirm that the new bins have been installed and are being used (Clerk)
21. **Village Maintenance**
 - i. **Work completed** – to receive summary of work completed during August (Clerk).
 - ii. **Trees planted by Parish Council** – update on arrangements for annual check (NT).
 - iii. **Boundary stone in field near Holywell Lane** – update on measures to protect stone (DF).
22. **Footpaths**
 - i. **Cycling on public footpaths** – to confirm that signs have been erected at either end of path 102.
 - ii. **Cutting back undergrowth** – to note concerns raised by resident and to receive an update on progress (Clerk).
 - iii. **Repairs to fence/gate at Ring Road entrance to path 102** – to note that contractor expects to be able to carry out repairs in November, but that quote is still awaited.
 - iv. **Parish Paths Partnership** – update (if available) (DP)
23. **Risk Assessment** – September assessment: DS; DS has already volunteered for October.

24. **Reports from Council Representatives on Local Committees and Forums**
 - i. **Shadwell Library Committee** – DT.
 - ii. **Shadwell in Bloom** – NT.
25. **Correspondence** – Clerk to report.
26. **Councillors' queries** – items that councillors wish to raise. Any decisions to be taken at a future meeting.
27. **Items for next agenda**
28. **Cheques** - to authorise the signing of cheques for any payments required (**copied to cllrs**).
29. **Local Centres Programme** – to note email from shop owner (**copied to cllrs**) and to receive any update on progress (Clerk).
30. **Recreation Centre** - to consider concerns raised about exterior appearance and condition.
31. **Village Hall** – update on progress (DP).
32. **Clerk's remuneration** – to consider implementing the recently agreed 2020/21 NJC pay award (a 2.75% pay increase, plus a minimum of 22 days leave (pro-rata)) for the Clerk with effect from 1st April 2020.
33. **Future Meetings:**
Full Council (to include planning and finance issues) – Monday, 12th October at 7:00pm.

PLEASE NOTE THAT ALL MEETINGS WILL BE HELD USING ZOOM UNTIL FURTHER NOTICE

34. **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.

Any member of the press or public wishing to observe the meeting may do so via the Zoom platform by using the following access details:

Meeting ID: 845 1274 0051
Passcode: 041959

Any observers will be “muted” by the host except for Item 5 on this agenda at which point there will be an opportunity to ask questions or make comments, curated by the Chairman.

Date: 7th September 2020

M. S. Woods, Clerk to the Council
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