

**OFFICIAL NOTICE OF A
MEETING OF SHADWELL PARISH COUNCIL
TO BE HELD
On Monday, 12th October 2020 at 7.00pm
to be held remotely via Zoom**

AGENDA

1. **Chairman to open the meeting.**
2. **To receive any apologies and note reasons for absence.**
3. **Minutes** – the minutes of the meeting held on 14th September 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 September (**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. **Insurance claim** – to note progress of claim in relation to break-in at storage hut.
 - iv. **Advertising vehicles on roadside** – update on action taken by LCC.
 - v. **Remembrance Day wreath** – to confirm that a wreath has been ordered and to consider arrangements for Remembrance Day in the light of email from Rev Young (**copied to cllrs**).
8. **Progress on items awaiting action from Leeds City Council** (Clerk).
9. **Relocating bottle banks** – update on progress (NT2/Clerk).
10. **Dog waste bin** – to consider alternative location in Holywell Lane following site visit by DF.
11. **Annual Return: Assertions 1 to 3** – to confirm that the actions are undertaken as stated (**copied to cllrs**).
12. **Holywell Lane playground** – to receive an update on progress with fundraising (DF).
13. **Positive messages** – to consider ways of providing additional support and encouragement to residents during the current Covid-19 restrictions.
14. **Christmas lights** – to note outcome of discussions with LCC (DF) and to consider arrangements for Christmas 2020.

15. **Scouts and Guides**
 - i. **Play area** - to note any contact from landowner (DF).
 - ii. **Management Committee** – to receive a verbal report from the AGM meeting on 22nd September (NT).

16. **East Leeds Orbital Road**
 - i. **East Leeds Consultative Forum** – to receive a verbal report from meeting held on 9th October (NT2).

17. **Neighbourhood Plan** – to note that the independent examiner’s draft report was received on 25th September and that it has been fact-checked by the parish council’s advisor and LCC (Clerk).

18. **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)

19. **Planning**
 - i. **“Planning for the Future” consultation** – to confirm that Clerk has replied to ward councillors in support of the two proposals.
 - ii. **To consider the following recent planning application:**
20/05749/FU – 17 Ash Hill Lane – variation of condition 4 (windows) to application 17/04154/FU to remove requirement for obscure glazing in southern upper floor elevation of the extension (**plans copied to cllrs**).

20. **Finance**
 - i. **Audit of 2019/20 accounts** – update on progress (Clerk).
 - ii. **Community Infrastructure Levies** – to note that LCC are shortly to make a payment to the Parish Council of £2,842.06 in respect of developments recently completed in the village.
 - iii. **Grant requests** - to consider any grant requests received.

21. **Allotments**
 - i. **Possible additional site** – to confirm that a further letter has been sent to landowner and to consider any response received (Clerk).

22. **Village Maintenance**
 - i. **Security and replacing lost equipment** – to consider additional security measures and replacement of lost equipment following recent break-in at hut.
 - ii. **Work completed** – to receive summary of work completed during September (Clerk).
 - iii. **Benches and herb beds** – to confirm that contractor has been asked to varnish benches and refurbish herb beds as weather conditions allow.
 - iv. **Boundary stone in field near Holywell Lane** – to consider any measures needed to protect the stone following site visit by DF & NT.

23. **Footpaths**
 - i. **Cutting back undergrowth** – update on progress (Clerk).
 - ii. **Repairs to fence/gate at Ring Road entrance to path 102** – to consider quote from contractor.
 - iii. **Parish Paths Partnership** – update (if available) (DP)

24. **Risk Assessment** – October assessment: DS; DS has already volunteered for November.

25. **Reports from Council Representatives on Local Committees and Forums**
 - i. **Shadwell Library Committee** – DT.
 - ii. **Shadwell in Bloom** – NT.
26. **Correspondence** – Clerk to report.
27. **Councillors' queries** – items that councillors wish to raise. Any decisions to be taken at a future meeting.
28. **Items for next agenda**
29. **Cheques** - to authorise the signing of cheques for any payments required (**copied to cllrs**).
30. **Local Centres Programme** – to receive update on progress (Clerk).
31. **Recreation Centre** - to note any response from trustees regarding the external appearance and structural integrity of the centre (NT2).
32. **Village Hall** – update on progress following letter (**copied to cllrs**) sent to Parochial Church Council.
33. **Future Meetings:**
Full Council (to include planning and finance issues) – Monday, 9th November 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: 896 5239 8231

Passcode: 255339

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: 5th October 2020

M. S. Woods, Clerk to the Council
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