

**OFFICIAL NOTICE OF A
MEETING OF SHADWELL PARISH COUNCIL
TO BE HELD
On Monday, 14th December 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 9th November 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 note the new arrangements for reporting local crimes and to receive a verbal report via Zoom by a PCSO if available.

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. **Bottle banks** – to confirm that a reminder has been sent to the Red Lion and to note any response.
 - iii. **Flashing warning lights outside village school** – to note that LCC have indicated that site does not meet criteria and that planned installation will not be going ahead.
 - iv. **Old Brandon Lane** – to confirm that Highways have been asked to improve signage, that contractor has been asked to trim back hedge and that Clerk has replied to concerned resident.
 - v. **Boundary stone adjacent to Holywell Lane** – update on progress with landowner regarding installation of protective fence (DF)
 - vi. **Snow clearing** – to confirm that contractor has agreed to undertake work if and when required on a similar basis to last year.
8. **Progress on items awaiting action from Leeds City Council (Clerk).**
9. **Annual Return: Assertions 7 and 8** – to confirm that the actions are undertaken as stated **(copied to cllrs).**
10. **Risk Assessment and Management Arrangements** – to undertake the annual review **(copied to cllrs).**
11. **Planning Committee** – to review terms of reference **(copied to cllrs).**
12. **Holywell Lane playground** – to receive an update on progress with fundraising (DF).
13. **Poinsettias** – to agree arrangements for distribution (All).

14. **Christmas decorations** – to note that decorations are now in place, to receive any feedback and to thank all those involved in putting decorations in place (DP & DF).
15. **Scouts and Guides play area** - to note any contact from landowner (DF).
16. **East Leeds Orbital Road** – update on progress (Clerk/DP).
17. **Neighbourhood Plan** – to note that LCC have confirmed that the referendum has been scheduled for 6th May 2021 and will coincide with ward councillor elections.
18. **Highways**
 - i. **Parking outside shops** – update on progress (Clerk).
 - ii. **Speed indicator devices** – to note progress on request to Highways to turn both SIDs (Clerk).
 - iii. **Tarn Lane and Coal Lane junction** – to note update from ward cllr Matthew Robinson (copied to cllrs).
19. **Planning**
 - i. **Parking space adjacent to 141 Main Street** – to note any response from Planning Enforcement and to consider further action (Clerk).
 - ii. **Conservation Area** – to note that alterations to a dwelling on Main Street (which falls within the Conservation Area) have been referred to LCC.
 - iii. **Exterior air-conditioning units** – to note planning constraints on installation to the front of dwellings (copied to cllrs).
 - iv. **Planning applications** – to consider the following applications (plans copied to cllrs):
 - a. **20/06401/FU – Oakfield House, Roundhay Park Lane** – New wall and access drive.
 - b. **20/07396/FU – 24 Shadwell Park Drive** – First floor side extension, single storey front extension, single story rear extension.
 - c. **20/07441/FU – 23 Shadwell Park Drive** – Part two storey, part single storey side extension with first floor balcony to rear and ground floor canopy to front.
 - d. **20/07223/FU – 468 Shadwell Lane** – Single storey side extension, two storey side/rear extension.
 - e. **20/07617/FU – 7 Shadwell Park Avenue** – Alterations including single storey side/rear extension incorporating access ramp to front and rear.
 - f. **20/07726/FU – 15 Gateland Lane** – Alterations including single storey side extension.
20. **Finance**
 - i. **Grant requests** - to consider a grant request from Shadwell Local History Society (copied to cllrs).
21. **Allotments**
 - i. **Insulating tap** – update on progress (NT).
22. **Village Maintenance**
 - i. **Work completed** – to receive summary of work completed during November (Clerk).
 - ii. **Hedge bordering south side of Recreation Centre** – update on progress (Clerk).
23. **Footpaths**
 - i. **Footpath booklet** – to confirm arrangements for reprint (DT).
 - ii. **Repairs to fence/gate at Ring Road entrance to path 102** – update on progress (Clerk).
24. **Risk Assessment** – December assessment: DS; DS has already volunteered for January.

25. **Reports from Council Representatives on Local Committees and Forums**
 - i. **Shadwell Library Committee** – DT.
 - ii. **Shadwell in Bloom** – NT.
26. **Correspondence**
 - i. **Email regarding stile in field on path between Bay Horse Lane and Shadwell** – to note concerns raised by resident (**copied to cllrs**) and to consider funding remedial action.
 - ii. **Electric vehicle charging infrastructure** – to note information from YLCA on availability of grants (**copied to cllrs**), and to consider exploring further.
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 if available (Clerk).
31. **Recreation Centre** - to note any response to further representations regarding the external appearance and structural integrity of the centre (NT2).
32. **Village Hall** – update on progress/issues (DF)
33. **Future Meetings:**
Full Council (to include planning and finance issues) – Monday, 11th January 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: 812 3698 2393
Passcode: 466393

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 December 2020

M. S. Woods, Clerk to the Council
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