

**OFFICIAL NOTICE OF A  
MEETING OF SHADWELL PARISH COUNCIL  
TO BE HELD  
On Monday, 8<sup>th</sup> February 2021 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 11<sup>th</sup> January 2021 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. **Public Participation Session** – an opportunity for members of the public to ask questions or make representations via Zoom. The session will be limited to 10 minutes but may be extended at the Chairman's discretion.
6. **Crime Report** – to note the Police report for January, if available.
7. **Current items outstanding including the Clerk's Report**
  - i. **Potholes, etc** – to receive a list of matters reported this month.
  - ii. **Boundary stone adjacent to Holywell Lane** – update on progress on identifying exact location.
  - iii. **Dog fouling and adherence to the Countryside Code** – to note publicity via website and social media, and suggestions from LCC's Dog Warden service.
  - iv. **Wetherby Road/Carr Lane bus stops** – to confirm that WYCA have been asked to refurbish both stops.
8. **Progress on items awaiting action from Leeds City Council** (Clerk).
9. **Bottle Banks** – to note any progress on identifying a suitable alternative site.
10. **Grit bins**
  - i. To note progress on identifying ownership and arranging replenishment (Clerk).
  - ii. To consider purchase of additional bins and where they should be located.
11. **2021 Annual Parish Meeting** – to consider arrangements for meeting scheduled for 19<sup>th</sup> April.
12. **Right to regenerate** – to note recent consultation and to consider whether to respond (**copied to cllrs**).
13. **Holywell Lane playground** – to receive an update on progress with fundraising and specifying requirements (DF).
14. **Christmas decorations** – to note progress with arrangements for Christmas 2021 (DF).
15. **Scouts and Guides play area** - to note any contact from landowner (DF).

16. **East Leeds Orbital Road** – to receive verbal report of consultative forum on 12<sup>th</sup> January (NT2).
17. **Neighbourhood Plan** – to note renewed uncertainty about date for local elections and NP referendum.
18. **Highways**
  - i. **Parking outside shops** – update on progress with road markings (Clerk).
  - ii. **Speed indicator devices** – update on progress (Clerk).
  - iii. **Parking space adjacent to 141 Main Street** – to confirm that Highways have been asked to take action to enforce the removal of the entrance to the parking space (Clerk).
19. **Planning**
  - i. **Exterior air-conditioning unit** – confirm that a letter has been sent to residents (Clerk)
  - ii. **Planning applications** – to consider the following application (**plans copied to cllrs**):
    - a. **20/08059/FU/NE – 8 Crofton Terrace** – single-storey front extension; conversion of garage to habitable room; raising of roof height.
    - b. **20/08476/FU/NE - 6 Shadwell Park Avenue** – part two storey, part single storey rear extension; replacement covered porch extension to front; render finish to external walls; replacement roof tile covering; replacement windows and doors.
    - c. **21/00011/FU/NE – 5 Crofton Terrace** – alterations including single storey extension to rear incorporating existing outbuilding to form habitable room.
    - d. **21/00261/FU/NE – 2 Shadwell Park Avenue** – alterations including gable roof extension to front; two storey part single storey side extension; porch extension to front; two storey garage to rear.
20. **Finance**
  - i. **Q3 Reconciliation to Bank Account** - to note reconciliation as at 31<sup>st</sup> December. Chairman to sign bank account extract (**copied to cllrs**).
  - ii. **2021-22 Council Tax Base Precept** – to note that the 2021-22 tax base has been set at 958.0 and to confirm that the precept return has been emailed to LCC (Clerk).
21. **Village Maintenance**
  - i. **Work completed** – to receive summary of work completed during January (Clerk).
  - ii. **Hedges bordering south side of Recreation Centre and on Old Brandon Lane** – update on progress (Clerk).
  - iii. **Replacement equipment** – to consider recommendations (NT).
22. **Footpaths**
  - i. **Repairs to fence/gate at Ring Road entrance to path 102 and stile on path between Bay Horse Lane and Shadwell** – update on progress (Clerk).
23. **Risk Assessment** – February assessment: DS; DS has already volunteered for March.
24. **Reports from Council Representatives on Local Committees and Forums**
  - i. **Shadwell Library Committee** – DT.
  - ii. **Shadwell in Bloom** – NT.
25. **Correspondence**
  - i. **Safer Communities Fund** – to note bids are open for applications the support BAME communities and action against Hate Crime.
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 response from LCC’s Chief Executive (**copied to cllrs**) and to consider options.
30. **Community land** – to consider possible options.
31. **Recreation Centre** – update on progress (NT2).
32. **Village Hall** – update on progress/issues (DF).
33. **Future Meetings:**  
**Full Council** (to include planning and finance issues) – Monday, 8<sup>th</sup> March 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 other than during the public participation session (Item 5).**

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: 868 3398 0977**  
**Passcode: 509614**

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:** 1<sup>st</sup> February 2021

M. S. Woods, Clerk to the Council  
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