

**OFFICIAL NOTICE OF A
MEETING OF SHADWELL PARISH COUNCIL
TO BE HELD
On Monday, 8th March 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 8th February 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** – to note the Police report for February (if available) and to receive feedback from the Police and Communities Together (PACT) meeting on 18th February (DP) (**Ward crime figures September 2020 to January 2021 copied & emailed to cllrs**).
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 (DF).
 - iii. **Dog fouling and adherence to the Countryside Code** – feedback on publicity and signage (Clerk, DT & DF).
 - iv. **Wetherby Road/Carr Lane bus stops** – to note any progress with refurbishment.
 - v. **Publicising services** – to confirm that recent activities during the bad weather have been published on website and through social media.
 - vi. **Waste bin opposite 98 Main Street** – to confirm LCC have been asked to replace bin.
8. **Progress on items awaiting action from Leeds City Council** (Clerk).
9. **Shadwell Horticultural Society** – to note uncertainty about the future of the Society and to consider options for supporting future village shows.
10. **YLCA Leeds Branch** – to receive verbal report on Zoom meeting held on 16th February (Clerk).
11. **Town and Parish Council Forum** – to receive verbal report on Zoom meeting held on 25th February (DP)
12. **Code of Members' Standards** – to undertake annual review (**copied to cllrs**).
13. **Publication Scheme** - to undertake annual review (**copied to cllrs**).
14. **Social Media Policy** – to undertake annual review (**copied to cllrs**).

15. **Bottle Banks** – to confirm that a further approach has been made to the landlord of the Red Lion and to note any response (Clerk).
16. **Grit bins**
 - i. **New bin** - to confirm that a new 200 litre grit bin has been purchased and installed on Hastings Court (Clerk).
 - ii. **Rock salt** - To note current stock levels (NT) and to agree when to restock.
17. **2021 Annual Parish Meeting** – to note advice from YLCA (**copied to cllrs**) and agree appropriate way forward.
18. **Holywell Lane playground**
 - i. To confirm that the Contributing Third-Party Declaration form has been completed and passed to the Steering Group (Clerk).
 - ii. Update on progress (DF).
19. **Christmas decorations 2021** – to receive a verbal update on progress following recent meeting with LCC lead officer (DF).
20. **East Leeds Orbital Road** – to receive a verbal report from Consultative Forum meeting 5th March (NT2).
21. **Neighbourhood Plan** – to note any progress with arrangements for local referendum (DP).
22. **Highways**
 - i. **Parking outside shops** – to confirm that road markings have been completed (Clerk).
 - ii. **Speed indicator devices** – update on progress (Clerk).
 - iii. **Parking space adjacent to 141 Main Street** – to update on progress on enforcing the removal of the entrance to the parking space (Clerk).
23. **Planning**
 - i. **Crofton Terrace** – update on progress (DT/Clerk).
 - ii. **Planning applications** - none received.
24. **Finance**
 - i. **VAT Claim** - to confirm that the annual claim has been submitted to HMRC (Clerk).
 - ii. **2021-22 Precept** – to confirm that Shadwell’s 2021-22 precept has been approved by LCC (Clerk).
25. **Village Maintenance**
 - i. **Work completed** – to receive summary of work completed during February (Clerk).
 - ii. **Repairs to shed** – to note progress (NT).
 - iii. **Replacement equipment** – to note progress in purchasing replacement equipment (NT).
 - iv. **Hedge at south side of Recreation Centre** - update on progress (Clerk).
26. **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).
 - ii. **Bridle Path** – to confirm that Harewood PC have agreed to repair collapsed fence at side of bridge (Clerk)
27. **Risk Assessment** – March assessment: DS; DS has already volunteered for April.

28. **Reports from Council Representatives on Local Committees and Forums**
 - i. **Shadwell Library Committee** – DT.
 - ii. **Shadwell in Bloom** – NT.
29. **Training** – to note current training courses (**copied to cllrs**) and to consider attendance.
30. **Councillors’ queries** – items that councillors wish to raise. Any decisions to be taken at a future meeting.
31. **Items for next agenda**
32. **Cheques** - to authorise the signing of cheques for any payments required (**copied to cllrs**).
33. **Local Centres Programme** – to consider options to move Shadwell project forward.
34. **Community land** – to confirm that letter has been sent to owner and to note any response (Clerk).
35. **Recreation Centre** – to note that a Zoom trustees meeting has been arranged for 10th March and to confirm attendance.
36. **Village Hall** – to note that letter has been sent to the Parochial church Council and to note any response (Clerk)
37. **Future Meetings:**
Full Council (to include planning and finance issues) – Monday, 12th April at 7:00pm.

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

38. **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: 857 6573 4552
Passcode: 313138

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: 1st March 2021

M. S. Woods, Clerk to the Council
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