

**OFFICIAL NOTICE OF A
MEETING OF SHADWELL PARISH COUNCIL
TO BE HELD
On Monday, 11th April 2022 at 7.00pm
in Shadwell Library, Main Street**

AGENDA

1. **Chairman to open the meeting.**
2. **To receive any apologies and approve reasons for absence.**
3. **Minutes** – the minutes of the meetings held on 14th March 2022 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. 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 March (**to follow**).
7. **Current items outstanding including the Clerk's Report**
 - i. **Potholes, etc** – to receive a list of matters reported this month.
 - ii. **Insurance claim** – update on progress.
 - iii. **Christmas lamppost motifs** – to confirm that additional motifs have been ordered.
 - iv. **Holywell Lane Playground** – to confirm that a letter has been sent to the committee to request additional signage that dogs should be kept on leads.
8. **Dog-fouling** – to note recent concerns (**copied to cllrs**) and to consider options.
9. **Annual Parish Meeting 4th April** – to review event.
10. **Policies and Procedures**
 - i. **Standing Orders** – to receive update of progress with review (DP &DT).
11. **Climate Change** – update on issues (NT2 & Clerk).
12. **Queen's Platinum Jubilee**
 - i. **Working party** – update on progress (DP & DF).
 - ii. **Marquee** – to consider purchase of an events marquee for Jubilee weekend activities.
 - iii. **Grants** – to consider approaching ward councillors for a grant to support activities.
13. **East Leeds Orbital Road**
 - i. **ELE Consultative Forum 25th March** – to note feedback from meeting (if available).
 - ii. **Traffic surveys** – update on progress (DP/Clerk).
14. **Portacabins** – update on progress (NT/Clerk)

15. **External meetings**
 - i. **Schedule of forthcoming meetings** – to note updated schedule and agree attendance where appropriate (**to follow**)
 - ii. **Meetings attended** – to receive reports on any external meetings attended not covered elsewhere on this agenda (All).
16. **Highways**
 - i. **20mph limit** – update on progress (DP).
 - ii. **Safety issues on Ring Road** – update on progress (DP).
17. **Planning**
 - i. **Planning Committee** - to receive an update from this evening’s planning committee meeting, endorse any recommendations made or to consider planning applications where necessary.
18. **Finance**
 - i. **Precept** – to note that the 2023-23 precept (£40,170) and council tax support grant (£324) have been received from Leeds City Council.
 - ii. **Annual return and internal audit** – to note that Clerk is arranging for annual internal audit prior to completing annual return.
 - iii. **Grant request** – to consider request from Shadwell Cricket Club (**copied to cllrs**).
 - iv. **Ukraine Refugee Appeal** – to note guidance from YLCA (**copied to cllrs**) and to consider options.
19. **Village Maintenance**
 - i. **Work completed** – to receive summary of work completed by contractor during March (Clerk).
 - ii. **Asset register** – to note and approve updated asset register (**to follow**).
 - iii. **Bunting** – to consider authorising additional hours for contractor to put up bunting for Jubilee celebrations.
20. **Footpaths**
 - i. **Signage on path 102** – to note progress with order (Clerk).
 - ii. **Stiles on Hobberley Lane/A58 footpath** – to confirm that both stiles have been repaired. (Clerk).
21. **Risk Assessment** – to receive a report on April check (DS). DS to conduct monthly checks until further notice.
22. **Parish Council surgeries** – to receive a verbal report on 2nd April surgery (GW) and to agree attendance for May and June.
23. **Reports from Council Representatives on Village Committees and Forums**
 - i. **Shadwell Library Committee** – DT.
 - ii. **Shadwell in Bloom** – NT.
24. **Correspondence**
 - i. **Roadworks and traffic disruption** - to note training course available and to consider attendance (copied to cllrs).
 - ii. **YLCA Training Programme: April – May** – to note courses available and to consider attendance (copied to).
25. **Local Centres Programme** – update on progress, including benches and signage (DP & Clerk).

26. **Recreational Centre** – update on progress (NT2/GW).
27. **Councillors’ queries** – items that councillors wish to raise. Any decisions to be taken at a future meeting.
28. **Items for next agenda**
29. **Future Meetings** – to confirm dates:
Village Maintenance Committee – Monday 25th April at 6:30pm
Finance Committee – Monday, 25th April ay 7:00pm
Planning Committee – Monday, 9th May at 6:30pm
Annual Meeting of the Parish Council – Monday, 9th May at 7:00pm
30. **Cheques** - to authorise the signing of cheques for any payments required (**list of cheques for payment to be provided to cllrs at the meeting**).
31. **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). All meetings are currently held in Shadwell Library and any change in venue will be advertised beforehand. National guidance on Covid-19 protection measures will be observed in all venues.

Date: 4th April 2022

M. S. Woods, Clerk to the Council
Tel: 0775 171 8483
Email: clerk@shadwell-parish-council.org