

**OFFICIAL NOTICE OF A
MEETING OF SHADWELL PARISH COUNCIL
ON MONDAY, 11TH JULY 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 meeting held on 13th June 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**
 - i. **Police report** - to note the report of incidents for June (**copied to cllrs**).
7. **Current items outstanding including the Clerk’s Report**
 - i. **Potholes, etc** – to receive a list of matters reported this month.
 - ii. **Holywell Lane Playground** – update on progress regarding “please park responsibly” sign.
 - iii. **Grant towards party gazebo(s)** – to confirm receipt of grant.
 - iv. **Harewood Parish Council** – update on arrangements for meeting.
8. **Scheduling of public participation sessions** – to review current arrangements following comments made by resident at last meeting (All).
9. **Policies and Procedures**
 - i. **Standing Orders** – to consider amendments following review by DP and DT, and to agree updated version (**copied to cllrs**).
 - ii. **Business Continuity Plan** – to undertake annual review (**copied to cllrs**)
10. **Climate Change** – to confirm date for meeting of working group and to consider any new issues (NT2 & Clerk).
11. **Four-year strategy** – to consider refreshed strategy as prepared by working group (**to follow**) (ES).
12. **Community on-line diary** – to consider options (All).
13. **Christmas lights and events** – to consider options and to set date for Christmas lights switch-on event (All).
14. **Leeds Festival** – to note any new issues (All).

15. **East Leeds Orbital Road**
 - i. **Meeting, 14th June** – to note issues arising from meeting, if available (All).
16. **External meetings**
 - i. **SLCC West Yorkshire Branch Meeting 15th June** – to receive verbal report of meeting (Clerk)
 - ii. **YLCA Leeds Branch Meeting 24th June** – to receive verbal report of meeting (Clerk)
 - iii. **Forthcoming meetings** – to note dates for forthcoming meeting and to agree attendance (**updated schedule to follow**) (All).
 - iv. **Meetings attended** – to receive reports on any external meetings attended not covered elsewhere on this agenda (All).
17. **Highways**
 - i. **20mph limit and Main Street safety issues** – to note comments by residents (**summary copied to cllrs**) and to consider further representations to LCC (All).
 - ii. **Safety issues on Ring Road** – update on progress (Clerk).
18. **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.
19. **Finance**
 - i. **Publication of unaudited Annual Governance & Accountability Return (AGAR) 2021/22** - Clerk to confirm that the AGAR was published on the Parish Council's website and noticeboard on 27th June 2022.
 - ii. **Exercise of public rights** – Clerk to confirm that the period for the exercise of public rights in respect of the 2021/22 accounts has been set for 28th June 2022 to 8th August 2022, inclusive.
 - iii. **Independent examination** – Clerk to confirm that the AGAR and supporting documents for 2021/22 were emailed to the Parish Council's external auditors on 28th June.
 - iv. **Grant request from Library** – to consider financial support towards repairs (**quotation copied to cllrs**)
20. **Village Maintenance**
 - i. **Work completed** – to receive summary of work completed by contractor during June (Clerk).
 - ii. **Entrance gates to Scouts Hut and Parish Council Shed** – to note plans for refurbishment (NT).
 - iii. **Replacement equipment** – update on progress (NT).
 - iv. **Storage hut** – update on progress with sign (Clerk).
21. **Risk Assessment** – to receive a report on July check (DS).
22. **Parish Council surgeries** – to receive a verbal report on 2nd July surgery (GW) and to agree attendance for August and September.
23. **Reports from Council Representatives on Village Committees and Forums**
 - i. **Shadwell Library Committee** – DT.
 - ii. **Shadwell in Bloom** – NT.
24. **Correspondence**
 - i. **MAE Care Annual Celebration 12th July** – to note invitation (**copied to cllrs**) and to consider attendance (All).
 - ii. **NALC/SLCC Civility and Respect Project** – to note progress update (**copied to cllrs**).

- iii. **Shadwell Tennis Club** – to note email of thanks for recent grant (**copied to cllrs**).
 - iv. **Shadwell Cricket Club** – to note email of thanks for recent grant (**copied to cllrs**).
25. **Local Centres Programme** – update on progress (**mock up copied to cllrs**) (ES & 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:
 - Finance Committee** – Monday, 25th July at 7:00pm
 - Planning Committee** – Monday, 8th August at 6:30pm
 - Council Meeting** – Monday, 8th August 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 July 2022

M. S. Woods, Clerk to the Council
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