

**OFFICIAL NOTICE OF A
MEETING OF SHADWELL PARISH COUNCIL
ON MONDAY, 17TH APRIL 2023 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 March 2023 to be approved and signed by the Chairman (**copied to cllrs**).
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. Any matters raised that are not on the agenda may be discussed at a future meeting or referred to the appropriate committee.*
6. **Crime**
 - i. **Police report** - to note the report of incidents for March (**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. **Village noticeboard** – update on progress.
 - iii. **Commemorative benches** – to confirm now in place.
 - iv. **Stiles at Ash Hill Lane, Hobberley Lane and Brandon Lane** – update on progress.
 - v. **Trees overhanging Cricketers View** – to confirm that now cut back.
 - vi. **Hedges at Spencer House** – to confirm that hedges have been cut back.
 - vii. **Amplification for parish council meetings** – update on progress.
 - viii. **Sign at Winn Moor Lane** – update on progress.
 - ix. **Verge creep, Roundhay Park Lane** – update on progress.
8. **Annual Parish Meeting, 3rd April** – to feedback from meeting and to consider any matters arising (All).
9. **Parish Council Elections 4th May** – to note “Notice of Uncontested Election” for Shadwell (**copied to cllrs**), and that eight current parish councillors have been re-elected to the Parish Council which will leave one vacancy (Clerk).
10. **Climate Change** – to note any new issues or initiatives (NT2 & Clerk).
11. **Social media** – report on meeting with possible contractor (NT2 & Clerk)
12. **Coronation celebrations** – to receive verbal report on progress by working party (DP/DF) and agree expenditure on decorative items and supplies.
13. **East Leeds Orbital Road** - to consider any new issues.

14. **External meetings**
 - i. **Forthcoming meetings** – to note dates for forthcoming meetings and to agree attendance (**updated schedule to follow**) (All).
 - ii. **Meetings attended** – to receive reports on any external meetings attended not covered elsewhere on this agenda (All).

15. **Highways**
 - i. **20 mph limit consultation** – to note any further progress (Clerk).
 - ii. **Park Lane/A6120 junction** – update on progress (Clerk).
 - iii. **Village school** – to note proposals from Friends of Shadwell School to purchase portable signs to discourage inconsiderate parking in the vicinity of the school (**copied to cllrs**).
 - iv. **Crofton Terrace** - to consider concerns raised by resident regarding parking and dog fouling on private road (**copied to cllrs**).

16. **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.

17. **Finance**
 - i. **Annual review of internal control arrangements** – to confirm date for review (NT2, DF and Clerk).
 - ii. **Internal Audit** – to confirm arrangements for this year’s internal audit (Clerk)

18. **Village Maintenance**
 - i. **Work completed** – to receive a summary of work completed by contractor during March. (Clerk).
 - ii. **Hedges on Main Street** – to consider quotation to cut back hedges at key points (copied to cllrs)

19. **Risk Assessment** – to receive report from April check (DS).

20. **Parish Council surgeries** – to receive a verbal report on 1st April surgery (GW) and to agree attendance for May and June.

21. **Reports from Council Representatives on Village Committees and Forums**
 - i. **Shadwell Library Committee** – DT.
 - ii. **Shadwell in Bloom** – NT.

22. **Leeds Local Plan 2040** – to consider any actions arising from meeting 15th March (DP)

23. **Training** – update following YLCA Forum meeting (DP).

24. **Commonwealth War Graves** – to note update from PCC (**copied to cllrs**).

25. **Recreation Centre** – update on progress (NT2).

26. **Public Participation Session** – *an opportunity for members of the public to make comments on matters discussed at the meeting. The session will be limited to 5 minutes but may be extended at the Chairman’s discretion. There will be no further discussion at the meeting on any comments made.*

27. **Councillors' queries** – items that councillors wish to raise. Any matter requiring a decision to be considered at a future meeting.
28. **Items for next agenda**
29. **Future Meetings** – to confirm dates:
Planning Committee – Tuesday, 9th May at 6:30pm
Council Meeting – Tuesday, 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 sessions. All meetings are currently held in Shadwell Library and any change in venue will be advertised beforehand.

Date: 6th April 2023

M. S. Woods, Clerk to the Parish Council
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