

**OFFICIAL NOTICE OF A
MEETING OF SHADWELL PARISH COUNCIL
ON MONDAY, 14TH AUGUST 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 of the Parish Council held on 10th July 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 July (**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. **Second commemorative bench** – to confirm that the bench has been ordered.
 - iii. **Sign at Winn Moor Lane** – update on progress.
 - iv. **Verge creep, Roundhay Park Lane** – update on progress.
 - v. **Commemorating war graves in St Paul's churchyard** – update on installing plaque.
 - vi. **Aggressive horses** – update on progress.
 - vii. **Allotments** – to note that Plot 2 has now been split into two, and that a new tenant has taken over the vacant half (Plot 2A).
 - viii. **Mobile phone coverage** – to note response from supplier.
 - ix. **Connectivity drop-in sessions** – to confirm that advert to gauge interest has been circulated.
 - x. **Dead tree at bus terminus** – to confirm that condition has been reported to LCC and to note response.
 - xi. **Parking on Main Street** – to confirm that issue has been raised with Tennis Club, and a reply has been emailed to resident.
 - xii. **Leeds Local Plan Update 2040** – to consider offer from developer to make presentation to the Parish Council.
8. **Parish councillors**
 - i. **Resignation** – to note the recent resignation of Cllr Emma Stapleton, and to thank her for her years of service to the community.
 - ii. **Co-option to fill vacancy following May election** - to receive report from DP and to co-opt recommended candidate.

- iii. **Vacancy following resignation** – to note that the vacancy is currently advertised, and that the deadline for electors to request an election is 16th August. If no election is requested, the vacancy may be filled by co-option.
- 9. **Meeting dates** – to reconsider the default day of week for parish council meetings (All).
- 10. **Standing orders (including appendices)** – to conduct annual review (**copied to cllrs**).
- 11. **Christmas lights** – to consider practical arrangements and date for switch-on event.
- 12. **Climate Change** – to note availability of YLCA training and any new issues (Clerk).
- 13. **East Leeds Orbital Road** – to consider any new issues (All).
- 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 signage** – update on progress.
 - ii. **Colliers Lane** – to confirm that request for resurfacing work has been submitted to LCC (Clerk).
 - iii. **Speed limit on Shadwell Lane** – to note email from resident and Clerk's response (**copied to cllrs**).
 - iv. **Coal Road** – to receive update from ward councillor.
 - v. **Reflective bollards** – to consider concerns raised by resident (**copied to cllrs**).
- 16. **Planning**
 - i. **Planning Committee** - to receive an update from this evening's planning committee meeting, to note any issues, to endorse any recommendations made and to consider planning applications where necessary.
- 17. **Finance**
 - i. **Finance Committee meeting, 24th July** – to receive a report from the meeting (DP) and consider recommendations made (**minutes copied to cllrs**).
 - ii. **Exercise of public rights** – to note that the period for exercise of public rights for the inspection of the 2022/23 ended on 3rd August with no request received.
 - iii. **Lord Mayor's Charity** – to consider donation following recent visit by Lord Mayor.
- 18. **Kerbside bottle collections** – to note email exchange with resident (**copied to cllrs**) and to consider whether to request that Shadwell be include in pilot.
- 19. **Footpaths** – to consider asking contractor the cut back overgrown vegetation and fallen tree on path 102.
- 20. **Village Maintenance**
 - i. **Work completed** – to receive a summary of work completed by contractor during July. (Clerk).
 - ii. **Placement of commemorative bench** – update on progress.
- 21. **Risk Assessment** – to receive report from August check (DS).

22. **Parish Council surgeries** – to receive a verbal report on 5th August surgery and to confirm attendance for September and October.
23. **Reports from Council Representatives on Village Committees and Forums**
 - i. **Shadwell Library Committee** – DT.
 - ii. **Shadwell in Bloom** – NT.
24. **Correspondence received** (to follow)
25. **Recreation Centre** – update on progress (NT2 & DF).
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 – Monday, 11th September at 6:30pm
Council Meeting – Monday, 11th September 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: 7th August 2023

M. S. Woods, Clerk to the Parish Council
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