

**OFFICIAL NOTICE OF A
MEETING OF SHADWELL PARISH COUNCIL
ON TUESDAY, 10TH SEPTEMBER 2024 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 13th August 2024 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 any incidents for August (**to follow**).
7. **Current items outstanding including the Clerk's Report**
 - i. **Potholes, etc.** – to receive a list of matters reported this month.
 - ii. **Sign at Winn Moor Lane** – update on progress.
 - iii. **Replacement Waste bins** - update on progress.
 - iv. **Digital training sessions for older people** – to receive an update following the session on 9th September
 - v. **Speed Indicator Devices** – to review data from device at east end of village and to consider revising placement.
 - vi. **Library interpretation board** – update on note progress on creating link to website (DT).
 - vii. **Thorner Neighbourhood Plan** – to confirm that Clerk has responded to consultation.
8. **Recreation Centre** – update on progress (Clerk and working party members).
9. **Complaints procedure** – to undertake annual review (**copied to cllrs**).
10. **Leeds Festival** – to receive feedback on the impact of this year's event and to consider any lessons learnt (All).
11. **Christmas lights** – to receive a report on visit to Leeds Lights depot (DP) and to consider provision for Christmas 2024, including any switch-on event.
12. **Autumn newsletter** – to consider possible content and agree target date for publication and distribution (All).

13. **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).

14. **Highways**
 - i. **Logging issues with LCC** – update on LCC’s new system for logging and monitoring highways issues (Clerk).
 - ii. **Coal Road** – to note that resurfacing appears to have been completed.
 - iii. **Church Farm Garth** – awaiting action by LCC Highways.
 - iv. **Bollards on Winn Moor Lane** – awaiting action by LCC Highways.

15. **Planning**
 - i. **Planning Committee** - to receive updates from the meeting held earlier this evening. To note any issues, to endorse any recommendations made and to consider planning applications where necessary.

16. **Finance**
 - i. **External Audit** - update on progress with independent check of 2023/24 accounts (if any).
 - ii. **Grant requests** – to consider a grant request from Shadwell Cricket Club (**copied to cllrs**).

17. **Footpaths**
 - i. **Path 102** – to receive a verbal report on advice received from LCC PROW team (Clerk) and to consider options.
 - ii. **Pavements** – to confirm that encroaching undergrowth and weeds on Shadwell Lane, near Village Hall and opposite the Fish and Chip shop has been reported to LCC for action (Clerk).
 - iii. **Annual maintenance** – update on progress (Clerk).

18. **Village Maintenance**
 - i. **Work completed** – to receive a summary of work completed by contractor during August. (Clerk).
 - ii. **Matters raised at previous meetings** – update on progress (if available).
 - iii. **Hedge on Gateland Lane** – to note complaint regarding removal of hedge (**copied to cllrs**) and any enforcement action taken by LCC.
 - iv. **Ginnel adjacent to Tennis Club** – to consider request for weeding (copied to cllrs).

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

20. **Parish Council surgeries**
 - i. **Report and attendance** - to receive a verbal report on 7th September surgery and to confirm arrangements for October (NT2) and November.

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

22. **Correspondence received**
 - i. **West Yorkshire Mass Transport** – to note August briefing (**copied to cllrs**).
 - ii. **Stop! Think Fraud** – to note event to be hosted by West Yorkshire Police on 28th September (**poster copied to cllrs**).
 - iii. **LNCR Customer & Community Investment Fund** – to note grant availability for suitable community projects (**copied to cllrs**).

- iv. **West Yorkshire Vision Zero Strategy** – to note plan to eradicate all road deaths and serious injuries across the region by 2040 (copied to cllrs), and to consider making a “Vision Zero Pledge”.
 - v. **Shadwell Shows** – to note email of thanks received for grant approved at the May meeting.
23. **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.*
 24. **Councillors’ queries** – items that councillors wish to raise. Any matter requiring a decision to be considered at a future meeting.
 25. **Social media** – to agree key issues to highlight this month.
Action: Clerk to arrange for agreed items to be uploaded.
 26. **Items for next agenda**
 27. **Future Meetings** – to confirm dates for next month’s meetings and to agree that the Finance Committee meeting planning for 22nd October is to be cancelled.
Planning Committee – Tuesday, 8th October at 6:30pm
Full Council – Tuesday, 8th October at 7:00pm
Finance Committee – Tuesday, 8th October at 8:15pm (or to follow Full Council, if that meeting finishes later).
 28. **Cheques** - to authorise the signing of cheques for any payments required (**list of cheques for payment to be provided to cllrs at the meeting**).
 29. **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: 29th August 2024

M. S. Woods, Clerk to the Parish Council
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