

**OFFICIAL NOTICE OF A
MEETING OF SHADWELL PARISH COUNCIL
ON TUESDAY, 12TH AUGUST 2025 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 15^h July 2025 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. **Resignation** - to note the resignation of Cllr Vidya Ventakesh, and to consider arrangements for co-opting a new parish councillor.
7. **Committee membership** – to review following resignation of Cllr Venkatesh and co-option of Cllr Mandy Sherman (appointed to following resignation of Cllr Peter Cass).
8. **Crime**
 - i. **Police report** - to note any incidents in July (**to follow**) and any ongoing community concerns.
 - ii. **PACT meetings** – to agree attendance for the next meeting at 18:30, on 14th August in Thorner Victory Hall.
9. **Current items outstanding including the Clerk's Report**
 - i. **Potholes, etc.** – to receive a list of any potholes or other road defects reported this month.
 - ii. **Haulage vehicles using Main Steet** – to consider any further concerns reported by residents.
 - iii. **Allotments** – update on new lettings.
 - iv. **Dan Quarry** – update on removal of fallen tree(s) by LCC.
 - v. **Cricketers View** – update on clearing bushes and trees that are encroaching onto the highway.
 - vi. **X98 and X99 bus services** – to note that a new provider has been appointed and the timetable is to remain unchanged.
 - vii. **Ironman event, 27th July** – to assess impact of event on local residents, and to consider any feedback to Leeds City Council regarding possible future events.
10. **Recreation Centre**
 - i. **Transfer** – update on progress (DP).
 - ii. **Planning issues** – update on progress with planning application (DP).

11. **Leeds Local Plan consultation** – to consider issues raised at public meeting on 4th August, and to authorise Clerk to prepare a response for consideration at next meeting.
12. **Newsletter** – update on progress with next edition (DP & Clerk).
13. **Christmas 2025**
 - i. **Lamppost motifs** – to confirm that festive motifs have been ordered and that switch-on has been arranged for 7:00pm on 21st November (Clerk).
 - ii. **Switch-on event** – update on progress (DP & DF).
14. **Four-Year Plan** – to approve updated plan (**copied to cllrs**).
15. **External meetings**
 - i. **Forthcoming meetings** – to note dates for any forthcoming meetings and to agree attendance (All).
 - ii. **Meetings attended** – to receive reports on any external meetings attended not covered elsewhere on this agenda (All).
16. **Highways**
 - i. **Church Farm Garth** – update on installation of double yellow lines (if available).
 - ii. **Parking issues** – to consider issues raised (deferred from last meeting).
 - iii. **Speed Indicator Devices** – update on progress.
 - iv. **Carr Lane junction** – to note that ward councillors have asked LCC for an update following two recent accidents.
17. **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.
18. **Finance**
 - i. **Notice of Public Rights** – to confirm that the period for the exercise of public ended on 6 August 2025 (Clerk).
 - ii. **Annual Governance and Accountability Return (AGAR) 2024/25** – update on progress of independent examination by external auditors (if available).
19. **Village Maintenance**
 - i. **Village contractor** – to receive a summary of work completed by contractor during July (Clerk).
 - ii. **New noticeboard** – update on progress (Clerk)
20. **Risk Assessment** – to receive report from August check (DS).
21. **Parish Council surgeries**
 - i. **Report and attendance** - to receive a verbal report on 2nd August surgery (DS) and to confirm arrangements for September and October.
22. **Reports from Council Representatives on Village Committees and Forums**
 - i. **Shadwell in Bloom** – if available.
23. **Correspondence received** (to follow).

24. **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.*
25. **Councillors’ queries** – items that councillors wish to raise. Any matter requiring a decision to be considered at a future meeting.
26. **Social media** – to note items posted since the last meeting, agree key issues to highlight this month and to agree authorship.
27. **Items for next agenda**
28. **Future Meetings** – to reconsider dates for next month’s meetings, currently:
Planning Committee – Tuesday, 9th September at 6:30pm
Full Council – Tuesday, 9th September at 7:00pm
29. **Personnel issues**
 - i. **Clerk’s salary** – to note the settlement of the NJC pay claim for 2025/26, and to agree to implement the new salary scales in accordance with Section 1.2 of the Clerk’s contract with effect from 1st April 2025.
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 August 2025

M. S. Woods

M. S. Woods, Clerk to the Parish Council
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