

**OFFICIAL NOTICE OF A
MEETING OF SHADWELL PARISH COUNCIL
ON TUESDAY, 11TH NOVEMBER 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 meetings of the Parish Council held on 14th October 2025 and 4th November 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. **Crime**
 - i. **Police report** - to note that no incidents were reported in October. To consider any ongoing community concerns.
 - ii. **PACT** –to receive feedback on PACT meeting on 6th November (NT2).
7. **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. **Councillor vacancy** – update on progress in filling vacancy.
 - iii. **Gazebos** – to note contribution received from user and to consider replacing damaged gazebo (**pricing details copied to cllrs**).
 - iv. **Rock Salt** – to confirm received today.
 - v. **Trees next to Library** – to consider quotation received.
 - vi. **Newsletter** – to confirm timescale for distribution.
8. **Dan Quarry** – to clarify ownership with resident (**extracts from Register of Common Land copied to cllrs**).
9. **Shadwell in Bloom** – to note recent changes to key contacts and to consider issues arising, including future parish council representation.
10. **Policies and Procedures**
 - i. **Equal Opportunities Policy** - to consider updated version (**copied to cllrs**).
 - ii. **Councillor - Officer Protocol** – to undertake annual review (**copied to cllrs**).
11. **Recreation Centre**
 - i. **Transfer** – to receive an update on progress (DP & DF) and to consider any outstanding issues.
 - ii. **Planning issues** – update on progress with planning application (DP).

12. **Christmas 2025**
 - i. **Switch-on event** - to receive an update on progress in planning event (DP & DF) and to consider any matters arising.
 - ii. **Festive bowls** – to agree purchase of bowls and arrangements for distribution.
13. **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).
14. **Highways**
 - i. **Parking near School** – to confirm that Clerk has replied to resident and to consider any further issues raised.
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. **Finance Committee** – Committee chairman to report on meeting held on 14th October (minutes copied to cllrs).
17. **Village Maintenance**
 - i. **Village contractor** – to receive a summary of work completed by contractor during October (Clerk).
18. **Footpaths**
 - i. **Parish Paths Partnership Scheme** – update on first survey (DP/DT).
 - ii. **Hobberley Lane stile** – on hold pending survey and approach to PROW team for funding.
 - iii. **Crofton Terrace ginnel** – to consider options for signage and to confirm that contractor has been asked to cut back weeds.
19. **Risk Assessment** – to receive report from November check (DS).
20. **Parish Council surgeries** - to consider any issues arising from surgery on 1st November, and to confirm dates and attendance for next two surgeries: 6th December (PG) and 3rd January.
21. **Reports from Council Representatives on Village Committees and Forums**
22. **Correspondence received** – to follow (if any).
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 note items posted since the last meeting, agree key issues to highlight this month and to agree authorship.

26. **Items for next agenda**
27. **Future Meetings** – to confirm dates for next month’s meetings:
 Planning Committee – Tuesday, 9th December at 6:30pm
 Full Council – Tuesday, 9th December at 7:00pm
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: 5th November 2025

M. S. Woods

M. S. Woods, Clerk to the Parish Council
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