

**OFFICIAL NOTICE OF A
MEETING OF SHADWELL PARISH COUNCIL
ON TUESDAY, 14TH APRIL 2026 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 10th March 2026 to be approved and signed by the Chairman.
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 crimes were reported in Shadwell during March, and to consider any ongoing community concerns.
 - ii. **PACT Meeting, 12th March** – to receive feedback from the meeting (MS) and to agree attendance at next meeting.
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. **Dan Quarry** – to receive update on ownership from LCC (if available).
 - iii. **Grant towards Christmas Lights** – update on progress.
 - iv. **Financial Regulations** – to confirm that the updated version has now been uploaded to the website.
 - v. **Website accessibility** – update on progress of review by contractor.
 - vi. **Memorials** – update on progress.
8. **Policies and Procedures**
 - i. **Standing Orders** – update on annual review (DP & DT).
 - ii. **Code of Members Standards** - to undertake annual review (**copied to cllrs**).
 - iii. **Social Media Policy** – to undertake annual review (**copied to cllrs**).
9. **Asset Register** – to consider and agree revised register (**copied to cllrs**).
10. **Annual Parish Meeting** – to receive feedback from meeting held on 7th April and to consider any issues raised (All).
11. **Recreation Centre** – to receive an update on progress and to make any required decisions to take the project forward.

12. **Leeds 400** – to consider organising a village event to mark the 400th anniversary of Leeds receiving a royal charter (deferred from last meeting).
13. **External meetings**
 - i. **Forthcoming meetings** – to note dates for any forthcoming meetings and to agree attendance (All).
 - ii. **Meetings and training attended** – to receive feedback on YLCA planning training attended (MS & JF) and on any meetings attended.
14. **Highways**
 - i. **Projects** – to note any progress with outstanding LCC projects, and to consider any issues reported over the last month.
 - ii. **Signage** – to consider response to unofficial signage on Coal Road.
15. **Planning**
 - i. **Planning Committee** – to note any issues, to endorse any recommendations made and to consider planning applications where necessary.
16. **Finance**
 - i. **Precept** – to confirm that the Parish Council precept 2026/27 (£51,820) and the LCTS grant (£377) were received on 1st April.
17. **Village Maintenance**
 - i. **Replacement** – update on recruitment of replacement contractor (DP & Clerk).
18. **Footpaths**
 - i. **Parish Paths Partnership Scheme** – update on first survey (DP/DT).
 - ii. **Hobberley Lane stile** – still on hold pending survey and approach to PROW team for funding.
19. **Risk Assessment** – to receive report from April check (DS).
20. **Parish Council surgeries** - to consider any issues arising from surgery on 4th April (DP), and to confirm dates and attendance for next two surgeries: 2nd May (PG) and 6th June.
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, 5th May at 6:30pm
 - Annual Meeting of Council and Full Council** – Tuesday, 5th May 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. **Clerk's appraisal** – to consider any issues arising from Clerk's recent appraisal (DP/DT).

30. **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: 8th April 2026

M. S. Woods

M. S. Woods, Clerk to the Parish Council

Tel: 0775 1718483

Email: clerk@shadwell-parish-council.org