

KIPPAX PARISH COUNCIL



[www.kippax-pc.gov.uk](http://www.kippax-pc.gov.uk)

**NOTICE IS HEREBY GIVEN** that a Meeting of Kippax Parish Council to be held **Tuesday 27th September at 7pm** in the Methodist Church Hall.

The business to be transacted at this meeting is set out below

*D Meir*

**Kippax Parish Council Clerk and Proper Officer**  
**Wednesday 21<sup>st</sup> September 2022**

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## **AGENDA**

### **091/FC/2223. Apologies**

- a. To note apologies and receive and approve any reasons for absence

### **092/FC/2223. To Note any Declarations of Interest**

- a. To note declarations of interests not already declared under members code of conduct or members register of disclosable pecuniary interests
- b. To approve dispensation requests

### **093/FC/2223. Public Participation**

Members of the public who wish to speak regarding an item within the remit of the Parish Council may do so.

PLEASE NOTE: Total time limit for this item is 15 minutes.

### **094/FC/2223. Meeting of Kippax Parish Council held 9<sup>th</sup> August 2022**

- a. To approve minutes of the Extraordinary Meeting of Kippax Parish Council held 9<sup>th</sup> August 2022 as a true and accurate record of that meeting

### **095/FC/2223. Meeting of Kippax Parish Council held 18<sup>th</sup> August 2022**

- a. To approve minutes of the Meeting of Kippax Parish Council held 18<sup>th</sup> August 2022 as a true and accurate record of that meeting

### **096/FC/22/23. Administration**

- a. To receive an update on Councillor Bate's DBS check
- b. To consider any suggestions submitted by the public via the website and agree any actions.

- c. To note the response from the Methodist Church regarding the hire of the hall and consider where the small lounge would be a suitable alternative.
- d. To review the Civility and Respect Statements and approve signing up to the Civility and Respect Pledge
- e. To consider the use of Parish Council emails and dealing with enquires and approve the amended IT and use of email policy.

**097/FC/2223. Finance and Corporate Governance Committee**

- a. To consider the Finance and Corporate Governance Committee's recommendation to approve the accounts for payment
- b. To review and approve the additional accounts for payment
- c. To approve the Finance and Corporate Governance Committee's recommendation to open a saving account with the Cambridge Building Society
- d. To receive nominations and approve signatories for the new savings account
- e. To approve the transfer of £85,000 to the new savings account once it has been opened.
- f. To approve the transfer of £60,000 to the Unity Trust Reserve account
- g. To approve the Finance and Corporate Governance Committee's recommended actions in response to the External Audit Report into the 2021-22 Annual Governance and Accountability Return
- h. To receive an update from bank signatories on the setting up of online banking and consider and approve more or alternative signatories.

**098/FC/2223. Youth and Leisure Committee**

- a. To consider providing food for the community Halloween party
- b. To consider purchasing goody bags for the Family Bike ride
- c. To confirm volunteers for the Family Bike Ride (timings TBC but expected 8am-12pm)

**099/FC/2223. Village Services Committee**

- a. To receive an update on the refurbishment of the bench on Longdyke Lane

**100/FC/2223. Communications Committee**

- a. To approve the quote for the printing of the calendar
- b. To approve a price of £3.00 for the calendar
- c. To approve not to provide a free copy of the calendar to posties
- d. To approve the calendar proof
- e. To receive information about the Kippax Magazine editorship
- f. To receive information about a monthly community newsletter

**101/FC/2223. Christmas Lights Committee**

- a. To consider and approve the quote for lights and decorations and agree any further actions
- b. To receive an update on the SAG and road closures from 2pm and agree any further actions.
- c. To review the Christmas Lights budget position and approve any additional budget requirement.

**102/FC/2223. Community Building**

- a. To receive feedback from Councillor Bate about the Gibson Lane Community Centre Trustees meeting

**103/FC/2223. Remembrance Day**

- a. To receive feedback from the handover meeting with the British Legion and agree any actions
- b. To consider whether to provide food for this year's Remembrance Parade and agree any actions
- c. To receive an update on the SAG report and road closure and agree any actions
- d. To consider and approve the purchase a sound system for the event.
- e. To review and approve the risk assessment
- f. To confirm the insurance arrangements
- g. To approve the cost of up to £40 for the purchase of a remembrance wreath.

**104/FC2223. Better Buses West Yorkshire Campaign**

- a. To note the letter received and consider and approve sending a letter to the Mayor of West Yorkshire.

**105/FC/2223. High Street**

- a. To receive an update on the Kippax High Street and agree any actions

**106/FC/2223. St Aidan's Nature Park, Stakeholder Forum**

- a. To note the information about the new Forum and receive nominations and elect a representative to attend the meetings.

**107/FC/2223. Kippax Community Pantry**

- a. To approve the setting up of the proposed community pantry.
- b. To approve a budget of £2,500 for stock and expenditure for Kippax Community Pantry to be re-assigned from the Grant Applications - General budget
- c. To approve Councillor M Biscomb applying for external funding for the project including but not limited to the Ward Councillors
- d. To approve adding the Kippax Community Pantry project to the Parish Council's insurance
- e. To approve assigning all decision making (within the agreed budget) regarding the Kippax Community Pantry project to the Youth and Leisure Committee
- f. To consider any other actions relating to the establishment of the Community Pantry

**108/FC/2223. Leeds 2023 Year of Culture**

- a. To receive an update on the Leeds 2023 Year of Culture project

**109/FC/2223. Next Meeting**

- a. To notify Clerk/Proper Officer of matters for inclusion on the agenda for the next meeting
- b. To confirm the date of next ordinary meeting of Kippax Parish Council as Thursday 20<sup>th</sup> October 2022 at 7pm, in the Methodist Church Hall