

KIPPAX PARISH COUNCIL



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NOTICE IS HEREB GIVEN that a Community Pantry Meeting is to be held **Tuesday 4th April** **at 6.30pm** in the Valley Ridge Community Centre.

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

D Meir

Kippax Parish Council Clerk & Proper Officer

Wednesday 29th March 2023

AGENDA

010/CP/2223. Apologies:

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

011/CP/2223. To Note any Declarations of Interest:

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

012/CP/2223. Public Participation

Members of the public who wish to speak regarding an item within the remit of the Community Pantry Committee may do so.

PLEASE NOTE: Total time limit for this item is 10 minutes.

013/CP/2223. Meeting of the Community Pantry Committee held 7th March 2023

- a. To approve the minutes of the meeting of the Community Pantry Committee held 7th March 2023 as a true and accurate record of that meeting

014/CP/2223. Extraordinary meeting of the Community Pantry Committee held 16th March 2023

- a. To approve the minutes of the extraordinary meeting of the Community Pantry Committee held 16th March 2023 as a true and accurate record of that meeting

015/CP/2223. Kippax Community Pantry

- a. To review and approve providing any requested items

- b. To review the income and expenditure report and agree any actions
- c. To receive an update on potential sources of additional funding and approve applying for funds.
- d. To reconsider the proposal to limiting visitors to Kippax and Methley only
- e. To reconsider the proposal to accept referrals from Brigshaw for people outside of Kippax and Methley
- f. To reconsider the proposal to ask visitors for proof of address
- g. To reconsider the proposal to introduce a referral system for all customers
- h. To review the limits on the number of items and approve any changes
- i. To consider removing some items from the list of items we offer.
- j. To reconsider the proposal to charge for all products
- k. To reconsider the proposal to introduce priority bags for vulnerable customers/reserving items
- l. To consider having school uniform for local schools available at the Community Pantry and how to manage donations, stock and collections.
- m. To review accepting clothing and toys.
- n. To consider transportation, storage and display of donated fresh/surplus stock for the pantry.
- o. To review and approve the updated Risk Assessment.
- p. To consider any other recommendations and actions related to food hygiene at the pantry
- q. To receive offers of who is going to carry out the monthly deep clean of the fridge and freezer.
- r. To consider a representative from Kippax Hub occupying a table to hand out leaflets and give information regarding services offered by Kippax Hub.
- s. To receive a general update on the Kippax Community Pantry and agree any further actions.

016/YL/2223. Next meeting

- a. To notify the Clerk/Proper Officer of matters for inclusion on the agenda for the next meeting
- b. To confirm date of next meeting of the Community Pantry Committee as Tuesday 2nd May 2023 at 6:30pm