

KIPPAX PARISH COUNCIL



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NOTICE IS HEREBY GIVEN that a Meeting of Kippax Parish Council is to be held **Thursday** **20th July at 7pm** in the Valley Ridge Community Centre

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

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Kippax Parish Council Clerk and Proper Officer

Friday 14th June 2023

AGENDA

040/FC/2324. Vice Chairman

- a. To note the resignation of Councillor M. Biscomb as vice chairman
- b. To receive nominations and elect a new vice chairman

041/FC/2324. Apologies

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

042/FC/2324. Declarations of Interest

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

043/FC/2324. 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.

044/FC/2324. Meeting Minutes

- a. To approve minutes of the Annual Meeting of Kippax Parish Council held 15th June 2023 as a true and accurate record of that meeting

045/FC/2324. To consider co-option of suitable candidates to Kippax Parish Council

- a. To receive a verbal presentation from each candidate

To consider exclusion of the press and public by virtue of Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business (agenda item

045/FC/2324b.) for the discussion of candidates and to re-admit the press and public for the vote.

- b. To consider the applications received and approve the co-option of two candidates to the vacant seats on Kippax Parish Council
- c. To receive the signed declaration of acceptance of office from any newly co-opted

046/FC/2324. Committee Membership

- a. To consider and approve electing Councillor Richardson onto the Youth and Leisure Committee
- b. To consider and approve electing Councillor Richardson onto the Christmas Lights Committee
- c. To consider and approve amending the terms of reference of the Christmas Lights Committee to allow two members of the High Street Team to join as non-voting members.
- d. To receive nominations and elect two members of the High Street Team onto the Christmas Lights Committee.

047/FC/2324. Administration

- a. To consider any suggestions submitted by the public via the website and agree any actions.
- b. To receive an update on the filing cabinet lock
- c. To note that the clerk's laptop is broken and consider the quotes and approve the purchase of a new laptop
- d. To consider and approve what to do with the clerk's old laptop and the two other Parish Council laptops.
- e. To review the responsibilities for posting onto the Parish Councils Facebook page and approve any changes.
- f. To consider whether the YLCA's proposed Carbon Literacy Training would be of interest to the council.
- g. To consider and approve whether to send an acknowledgement of service letter or card to councillors when they leave.
- h. To approve the cost of the Chairman's tie.

048/FC/2324. Finance and Corporate Governance

- a. To approve the Finance and Corporate Governance Committees recommendation to approve the accounts for payment.
- b. To review and approve the additional accounts for payments.
- c. To confirm that the additional accounts for payments have been set up correctly in online banking.
- d. To review and confirm the accuracy of the payments made since the Finance and Corporate Governance Committee meeting.
- e. To note the Finance and Corporate Governance Committees review of the grant application from Brigshaw East SILC and consider whether to approve the grant.
- f. To consider and approve the Finance and Corporate Governance Committees recommendation to approve payment of the 2024-25 grant of £6,000 to Kippax Band in April 2024.

049/FC/2324. Community Pantry

- a. To consider and approve the Community Pantry Committees recommendation to cancel their meeting scheduled for Tuesday 1st August and confirm the date of their next meeting as Tuesday 5th September at 6.15pm in the Valley Ridge Community Centre.

050/FC/2324. Youth and Leisure

- a. To consider and approve a budget for additional trees on Kippax Common
- b. To consider and approve the date for the summer skateboard session as Friday 25th August

051/FC/2324. Magazine and Calendar

- a. To consider whether to produce a calendar and if so, which committee will be responsible for it
- b. To consider whether to produce a magazine and if so, who will produce it
- c. To consider and approve the Terms of the Reference for a Kippax Matters Magazine Committee
- d. To elect members to the Kippax Matters Magazine Committee in line with roles specified in the Terms of Reference

052/FC/2324. High Street Team

- a. To receive feedback from the high street team meeting and agree any actions

053/FC/2324. Remembrance Parade Working Group

- a. To receive feedback from the group and agree any actions

054/FC/2324. Andy's Man Club

- a. To receive an update and agree any actions

055/FC/2324. Persimmon Funding

- a. To note the receipt of £2,500 funding in lieu of the Woodland Sculptures at the Woodside Development and consider how to manage the spending of the funds

056/FC/2324. 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 17th August 2023 at 7pm, in the Valley Ridge Community Centre
- c. To note the clerk's absence from the meeting on 17th August and approve who will take the minutes