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NOTICE IS HEREBY GIVEN that a Community Pantry Committee Meeting is to be held **Tuesday 6th February at 6:15pm** 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 31st January 2024

AGENDA

046/CP/2324. Apologies:

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

047/CP/2324. 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.

048/CP/2324. 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.

049/CP/2324. Meeting Minutes

- a. To approve the minutes of the meeting of the Community Pantry Committee held 2nd January 2024 as a true and accurate record of that meeting.

050/CP/2324. Kippax Community Pantry

- a. To review the income and expenditure report and agree any actions
- b. To receive an update on funding applications and agree any actions.
- c. To consider and approve the number of items to be offered each week and which items to provide on the 4-weekly rota
- d. To discuss providing emergency food parcels
- e. To receive an update on donations and agree any actions.
- f. To consider whether to accept homemade food donations and agree any actions.
- g. To consider whether to provide food hygiene training for volunteers.
- h. To consider having a volunteer on washing-up duties
- i. To approve any volunteer applications

- j. To discuss the volunteer rota and agree any actions
- k. To receive any other updates on the operation of the pantry and agree any actions.

051/CP/2324. 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 5th March 2024 at 6.15pm