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Minutes of the meeting of Kippax Parish Council held Thursday 21st April at 7pm in the Methodist Church Hall.

To be approved at the full council meeting to be held on Thursday 5th May 2022

Present: Councillor M. Eyre, Councillor A. Hudspith, Councillor H. Richardson, Councillor M. Biscomb, Councillor J. Bate, Councillor J. Mawson, Councillor J. Biscomb, Councillor J. Simpson, Councillor M. Osman, Councillor G. Hardwick, Councillor J. Purcell. Joy Bate (Non-councillor member of the Communications Committee) and D Meir (Clerk).

001/FC/2223. Apologies

- a. To note apologies and receive and approve any reasons for absence
Apologies were received from Councillor J. Almond, Councillor H. Foley Councillor A. Parker and Councillor V. Land. **It was resolved** to approve the reasons for absence,

002/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
None
- b. To approve dispensation requests
None

003/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.

Joy Bate, a member of the Kippax Matters Magazine editorial team outlined the issue with the advert for Probus to be considered under item 009/FC/2223a. They are a non-profit-making organisation for retired and semi-retired businessmen, and they placed a full-page advert in the March edition of the magazine looking for new members from Kippax to join them at their meetings in Garforth. They are not advertising in the June edition but will want more adverts in the future. The editorial team are asking for clarity on whether they should be provided with free advertising in the magazine.

004/FC/2223. Meeting of Kippax Parish Council held 17th March 2022

- a. To approve minutes of the meeting of Kippax Parish Council held 17th March 2022 as a true and accurate record of that meeting
It was resolved to approve minutes of the meeting of Kippax Parish Council held 17th March 2022 as a true and accurate record of that meeting

005/F21C/2223. Administration

- a. To receive an update on the DBS checks
The DBS check for Councillor D. McEwan has been completed. Councillor J. Bate has not found the email requesting his information. Clerk to check on the system.

b. To consider any suggestions submitted by the public via the website and agree any actions.

No new suggestions have been submitted. The previous suggestion has been replied to and no further response has been received.

c. To review the training evaluation forms and agree any actions

Councillor M Biscomb provided an evaluation of the safer communities training course, which was not very informative and is not recommended to others.

d. To receive an update from the Data Audit Group and on the shredding of documents.

No further work has been completed, but a meeting will be arranged in June to go through more of the paperwork. **It was resolved** that Councillor Eyre will shred the bags already sorted and the Clerk will obtain prices for shredding

006/FC/2223. Finance and Corporate Governance Committee

a. To consider Finance and Corporate Governance Committee's recommendation to approve the accounts for payment

It was resolved to approve the following accounts for payment:

Zurich Insurance	804.32
YLCA membership fee	1,160.00
Hire of Valley Ridge – Aug, Sep, Dec 21	189.11
Caretaker's mileage	4.95
Cllr Eyre – printing expenses	10.00
SLCC – Clerks CiLCA registration	410.00
Clerk's office expenses	22.33
Methodist Hall Hire 21 st April	25.00

b. To review and approve the additional accounts for payment

None

c. To consider and approve the grant application from 3rd Kippax Brownies

It was resolved to approve the grant application for 3rd Kippax brownies for £650

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 to be discussed for agenda item 006/FC/2223d.

It was resolved not to exclude the member of the public from the meeting for consideration of agenda item 006/FC/2223d.

d. To review the clerk's salary discrepancy and approve payment of the underpayment.

It was resolved to approve payment of the underpaid salary.

e. To approve the Finance and Corporate Governance Committees recommendation to approve the Financial Risk Assessment

It was resolved to approve the Financial Risk Assessment.

f. To approve the Finance and Corporate Governance Committees recommendation to approve the insurance renewal

It was resolved to approve the insurance renewal.

g. To approve the Finance and Corporate Governance Committees recommendation to change the date of their next meeting to Tuesday 3rd May at 8pm

It was resolved to approve the date of the next meeting of the Finance and Corporate Governance Committee to Tuesday 3rd May at 8pm

007/FC/2223. Youth and Leisure Committee

a. To approve the cost of £60 for the hire of the Church Hall for the scarecrow making workshop on Saturday 28th May

It was resolved to approve the cost of £60 for the hire of the Church Hall for the scarecrow making workshop on Saturday 28th May

b. To approve a budget to purchase the materials for the scarecrow making workshop

It was resolved to approve the purchased of materials for the scarecrow workshop up to £150. Councillor Richardson to purchase.

c. To approve overtime for the Village Caretaker to assist at the Beacon Lighting event and Picnic in the Park event including hours to be worked

It was resolved to approve the village caretaker to work up to 10 hours at the events to be paid at the relevant overtime rate.

d. To approve a budget for a large promotional banner for the jubilee events

It was resolved to approve the purchase of three large promotional banners up to a cost of £200

e. To approve the cost of the photo backdrop for the jubilee picnic event

It was resolved to approve the photo backdrop up to £300

f. To approve the cost of first aid for the picnic in the park event

Breeze will provide a quote to be considered at the next Youth and Leisure meeting.

008/FC/2223. Village Services Committee

a. To consider and approve the village Services Committee recommendation to sell the surplus lawnmower for £200.

It was resolved to approve the sale of the surplus lawnmower to be advertised for £200 and to accept the highest offer.

b. To approve the Village Services Committees recommendation to change the date of their next meeting to Monday 16th May at 5.45pm

It was resolved to approve the date of the next Village Services Committee meeting as Monday 16th May at 5:45pm

009/FC.2223. Communications Committee

a. To consider the Probus Club magazine advert and agree whether it should be charged for and approve a criteria for free advertising.

It was resolved that further full-page advertisements in the magazine for Probus could not be provided free of charge, but an occasional article providing information on an event held or a small diary of upcoming events could be published free of charge.

The Communications Committee to review the terms of reference for the editorial team at their next meeting

010/FC.2223. Planning Committee

a. To approve the Planning Committees recommendation to change the date of their next meeting to Tuesday 3rd May at 6:30pm

It was resolved to approve the date of the next meeting of the Planning Committee as Tuesday 3rd May at 6:30pm.

011/FC/2223. Environment and Climate Action Working Group

a. To receive an update from the Climate Action Group and agree any actions

No update reported

012/FC/2223. High Street Team

a. To receive an update from the High Street Team and agree any actions.

It was reported that the furniture shop has asked to leave the premises by the new owner and they have been unable to find alternative premises. It was reported that the funding for the re-surfacing of the car parks was approved at the Ward Councillors meeting. Concerns were raised about the tree roots in the Co-op car park being a hazard to the public and Councillor Almond is raising this with the Co-op.

b. To nominate a councillor to join the High Street Team due to the resignation of Councillor M. Biscomb.

It was resolved not to appoint another member to the High Street Team.

013/FC/2223. Community Building

a. To receive an update on the proposal for an extension at The Gibson Lane Community Centre and agree any actions.

The information from Councillor Harland is awaited. Councillor Bate will arrange a meeting of the Gibson Lane Community Centre Trustees to discuss the issue and will report back to the Parish Council.

014/FC/2223. Secure Dog Park

a. To receive an update on the proposal for a secure dog park and agree any actions

Vicky Nunns from Leeds City Council is not in favour of dog parks. Councillor M. Biscomb will look at finding alternative locations.

015/FC/2223. Remembrance Day

a. To receive an update on the handover meeting with the British Legion

Councillor Hardwick will organise a meeting with the British Legion in August.

016/FC/2122. Next Meetings

a. To notify Clerk/Proper Officer of matters for inclusion on the agenda for the next meeting

None

b. To confirm the date of next ordinary meeting of Kippax Parish Council as Thursday 5th May 2022 at 7pm, in the Methodist Church Hall

It was resolved to confirm the date of next ordinary meeting of Kippax Parish Council as Thursday 5th May 2022 at 7pm, in the Methodist Church Hall