

KIPPAX PARISH COUNCIL



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Minutes of the meeting of Kippax Parish Council's Youth and Leisure Committee held **Tuesday 4th October at 7pm** in Valley Ridge Community Centre

Approved at the Youth and Leisure Committee Meeting held on Tuesday 1st November 2022

Present: Councillor M. Biscomb (also Acting Clerk), Councillor H. Foley, Councillor H. Richardson, Councillor M. Eyre, Councillor J. Biscomb, Councillor J. Purcell, Councillor V. Land, Councillor J. Almond, Councillor J. Mawson

052/YL/2223. Apologies:

- a. To note apologies received and approve any reasons for absence
None received.

053/YL/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
Councillor M. Biscomb declared an interest in Item 060/YL/2223 a.
- b. To approve dispensation requests
None received

054/YL/2223. Public Participation

Members of the public who wish to speak regarding an item within the remit of the Youth and Leisure Committee may do so.

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

One member of the public present, who did not wish to speak in this section.

055/YL/2223. Meeting of Youth and Leisure Committee held 6th September 2022

- a. To approve minutes of the meeting of the Youth and Leisure Committee held 6th September 2022 as a true and accurate record of that meeting.
It was resolved to approve the minutes of the meeting of the Youth and Leisure Committee held 6th September 2022 as a true and accurate record of the meeting.

056/YL/2223. Kippax Common

- a. To review the play area designs from Groundwork/Kompan and agree any actions
The committee had not received the designs ahead of the meeting. LCC and Groundwork provided an update that the cost of materials and equipment had risen significantly and so

the design that was being commissioned was over the original budget.

It was resolved that for the consultation, a full plan is to be created and costed as per the original design. The outcome of the consultation will determine what should be prioritised and how the cost may be reduced.

It was noted that additional funding may be available from the originally considered sources and new sources.

- b. To review the Masterplan design from Groundwork and agree any actions
The committee is happy with the Masterplan. V Nunns has some feedback which she will share with Groundwork before they create the 3-D visuals for the consultation

- c. To receive an update on the booking of the community centre for the public consultation
The application has been made but not confirmed, the Clerk is chasing this up.

- d. To confirm volunteers and attendees (including LCC, Kompan and Groundwork) for the consultation sessions
Councillors have confirmed via email to Councillor M Biscomb if they can attend.

J Crossley (Groundwork), V Nunns (LCC) and S Burke (Kompan) to attend Wednesday
S Burke, D Woodcock (Groundwork) to attend Saturday

- e. To receive confirmation that the designs and information can be displayed in Kippax Community Hub and Kippax Coop from Saturday 22nd October - Sunday 30th October
Kippax Coop have agreed to the displays, Councillor M Biscomb to follow up with the Community Hub who have not yet responded.

- f. To agree what the consultation survey should include and what we should be asking attendees at the consultation sessions

It was resolved that:

The digital/paper survey should ask:

Are you local to Kippax? Do you have children - how old are they?

1. What do you like about the design?
2. What don't you really like about the design?
3. What do you think is missing from the design?
4. If you could only choose one thing from the design, what do you like the most?

The in-person consultations should be more conversational but based around these four core questions.

- g. To receive an update from Groundwork on the next steps after the consultation sessions including planning permission

1. Arrange a workshop to feedback from the consultation and agree a final plan
2. Submit planning permission
3. Start preparing funding bids

- h. To review the budget for the Kippax Common project and consider any proposals for full council

It was resolved to defer this to the next meeting after the consultation has taken place.

- i. To receive an update on creation of directional signage for the road
Councillor Richardson to create what is required.

- j. To consider the promotion of the consultation

It was resolved that once the reservation for the community centre and community displays are confirmed we will begin promoting the consultation sessions on Facebook

and the website from next week.

- k. To receive feedback from the LCC accessible playground consultation event
The event did not take place, LCC will be circulating some information via email
- l. To receive feedback from the local resident who expressed interest in supporting the consultations to guide us on how to consult with schools and families
The resident expressed interest in being involved in the project but was unable to attend an actual meeting, Councillor M Biscomb will follow up to set a date.

Councillor Richardson to arrange some sessions with school children at local primary schools and Brigshaw High Schools and confirm with Vicky Nunns when these will take place so we have the designs available.

057/YL/2223. Gazebos

- a. To consider and the purchase of gazebos to be used at future events and make recommendation to full council
It was resolved to defer this item to the next meeting

058/YL/2223. Future Activities

- a. To receive an update on the booking of the skate park session on Wednesday 26th October and agree any further actions
The sessions have been confirmed and an online booking mechanism provided, Councillor M. Biscomb to promote via the KPC Facebook page this week
- b. To receive an update on the proposal for a roller disco and agree any actions
It was resolved to defer this item to the next meeting
- c. To receive an update on the proposal for community cooking classes and agree any actions
It was resolved to defer this item to the next meeting
- d. To receive an update on the proposal for a family sports day and other sporting activities and agree any actions
It was resolved to defer this item to the next meeting

059/YL/2223. Halloween Event

- a. To receive an update on the Halloween costume exchange
Councillor Richardson confirmed that some donations had been made to Kippax Ash Tree, she will contact the other schools re. donations.

Plan to host the giveaway shop on Sunday 23rd October, 10:30-1pm in Kippax Coop - Councillor Almond to confirm this with the manager.

- b. To approve the categories for the best-dressed house competition
It was approved to have just one category - Best Dressed House (includes window and/or garden)
- c. To approve the voting mechanism and time frame for the competition
It was resolved that:
 - Home owners will submit their details via a form so that the virtual map can be created
 - Displays must be in place by mid-day on Saturday 29th October
 - Photos must be sent to Councillor Biscomb's email or the Kippax Parish Council Facebook page by COP Sunday

- All photos to be captioned and added to a folder on Facebook
- Voters to complete a form, including full address, only one vote per household, votes close mid-day Sunday 5th November

d. To approve the prizes for award winners

It was resolved that Councillor Eyre would ask Love & Stephens if they would like to donate a prize as they have previously expressed interest.

060/YL/2223. Leeds 2023 Year of Culture

a. To receive an update on the project and agree any actions

No further updates at this time.

061/YL/2223. Christmas card Competition

a. To receive confirmation that the schools would like to take part in the competition

Kippax Ashtree and Kippax North have confirmed they would like to participate, Councillor. Richardson to follow up with Kippax Greenfields.

It was resolved to send a reminder to all schools closer to the time.

b. To receive confirmation of prizes to be donated by the Post Office

The Post Office has confirmed they would like to donate the top three prizes again.

c. To approve the purchase of nine £10 vouchers for competition prizes at a cost of £90

It was resolved to approve the purchase of the vouchers. Councillor Eyre to arrange purchase.

d. To approve the cost of six high street flags & twelve winners flags at a cost of £306.56

It was resolved to approve the purchase of the high street and winners flags with a budget of £350 to account for any unexpected cost increases or delivery charges. Councillor Eyre to arrange purchase.

062/YL/2223. Tour de Kippax event

a. To review the event and consider any further actions

The event was a success with circa. 50 participants. Feedback from this year's event was:

- Refreshment stop not needed on Westfield Lane but maybe needed near Sandgates
- Music and a warm-up at the start and finish line
- Energy bars definitely needed in the goody bags
- Clearer promotion of times on Facebook (and longer promotion time)
- Increasing the distance or two laps for more advanced riders
- Consider raising money for charity - sponsors, fancy dress etc
- Reconsider stalls in the Coop car park for next year

It was resolved to invite Sportive HQ to a meeting in the future to confirm the dates and plan for 2023.

063/YL/2223. Kippax Community Pantry

a. To receive an update on the decision made by full council re. Kippax Community Pantry

Full Council approved the proposal including approving Councillor M Biscomb to apply for external funding.

b. To consider any actions required for the set-up of Kippax Community Pantry

It was resolved to approve a budget of £200 for two mobile phones and top-up SIM cards to be used as contact numbers for the pantry.

A meeting is taking place with the Trust next week where specific details will be agreed so we can begin promoting.

Councillor M Biscomb to create and circulate an action list of what needs doing.

064/YL/2223. Next meeting

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

None

- b. To confirm date of next meeting of Youth and Leisure Committee as Tuesday 1st November 2022 at 7pm

It was resolved to approve the date of the next meeting of the Youth and Leisure Committee as Tuesday 1st November at 7pm.

Signed:

M Biscomb

Date: 1st November 2022