



Minutes of the Meeting of Kippax Parish Council held Thursday 19th January at 7pm in the Valley Ridge Community Centre.

**Approved at the full council meeting held on Thursday 16th February 2023**

**Present:** Councillor M. Eyre, Councillor J. Almond, Councillor A. Parker, Councillor V. Land, Councillor J. Purcell, Councillor J Simpson, Councillor A. Hudspith, Councillor J. Mawson, Councillor M. Osman, Councillor J. Bate, one member of the public and D Meir (Clerk)

**160/FC/2223. Apologies**

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

Apologies were received from Councillor J. Biscomb, Councillor M. Biscomb, Councillor H. Foley, Councillor G. Hardwick, Councillor D. McEwan and Councillor H. Richardson.

**161/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

**162/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.

The member of the public raised concerns about the cost of the Christmas event and suggested that savings could be made through using school children for artwork and getting sponsorship from local businesses. The Parish Council advised that they do engage with the community and local businesses and get as much support from them that they can. The member of the public also suggested that the Parish Council could be more transparent and was advised that all meeting minutes are published on the website and further information can be requested from the Clerk.

The member of the public asked about the Central and was advised that the Parish Council had to withdraw from the purchase following a condition survey on the building.

**163/FC/2223. Meeting of Kippax Parish Council held 15<sup>th</sup> December 2022**

- a. To approve minutes of the Meeting of Kippax Parish Council held 15<sup>th</sup> December 2022 as a true and accurate record of that meeting

**It was resolved** to approve the minutes of the Meeting of Kippax Parish Council held 15<sup>th</sup> December 2022 as a true and accurate record of that meeting

#### **164/FC/22/23. Administration**

- a. To consider any suggestions submitted by the public via the website and agree any actions.  
**None**
- b. To confirm receipt of signed copies of the IT and email policy from all users.  
**Signed forms are still required from Councillor Richardson and Councillor Bate and the signed confidentiality agreement from Joy Bate is still required.**
- c. To receive an update on the lock for the fireproof filing cabinet and agree any further actions  
**This is still to be done**
- d. To consider and approve a permanent recognition for Reece Fletcher's fundraising efforts  
**It was resolved** to a permanent plaque to be put on the library wall, with amounts raised each year to be added. Councillor Land will seek permission from the library and provide quotes and designs for approval at the next meeting.
- e. To consider and approve up to 10 hours overtime per month for the clerk  
**It was resolved** to approve up to 10 hours overtime per month for the clerk

#### **165/FC/2223. Finance and Corporate Governance Committee**

- a. To consider the Finance and Corporate Governance Committee's recommendation to approve the accounts for payment  
**It was resolved** to approve the following accounts for payment:

Autela Payroll services	75.60
Information Commissioner annual fee	40.00
First Aid Training	715.00
Clerk's expenses	9.60
Caretaker mileage	11.70
Food for pantry	710.65
Top-up for pantry phones	10.00
Whistles for event stewards	13.99
Flagpole annual inspection	594.00
Salaries	1,700.50
Pension	119.02

- b. To review and approve the additional accounts for payment  
**It was resolved** to approve the following additional accounts for payment:

Lights event fireworks	2,400.00
Transfer to current account	10,000.00
Kippax Common project management	2,520.00
To take down Xmas flags	60.00

#### **166/FC/2223. Communications**

- a. To receive feedback from the magazine workshop  
**The feedback from the workshop was noted.**
- b. To consider and approve setting up a Magazine Committee, with the terms of reference to be drafted by the workshop group  
**It was resolved** to approve setting up a Magazine Committee, with the terms of reference to be drafted by the Magazine workshop

- c. To consider and approve publishing a survey on Facebook to ask the public for their views on a magazine  
**It was resolved** to approve publishing a survey on Facebook to ask the public for their views on a magazine
- d. To consider the quotes and approve a supplier for the longer walks booklet  
**It was resolved** to approve the quote for £921.62 to produce the booklet on paper that would not spoil when wet.
- e. To receive an update on the sale of the village calendar and agree any actions  
It was reported that money had been collected for 150 sold so far. **It was resolved** that Councillor Eyre would go and collect any more money from the seller and ask if they want to keep them to try and sell.

#### **167/FC/2223. Youth and Leisure Committee**

- a. To consider the use of volunteers and review and approve the draft volunteer application form and volunteer agreement.  
**It was resolved** to approve the draft volunteer application form and volunteer agreement
- b. To consider and approve reducing the opening hours of the Community Pantry to 9-12 instead of 12.30 finish  
**It was resolved** to approve reducing the opening hours of the Community Pantry to 9-12 instead of 12.30 finish
- c. To thank Cllr Land for saving the Community Pantry £617 off the cost of the fridge and freezer buy using her Smartcare rewards points  
Cllr Land was thanked for saving the Community Pantry £617 off the cost of the fridge and freezer buy using her Smartcare rewards points

#### **168/FC/2223. Village Services Committee**

- a. To consider and approve the Village Services Committee recommendation increase the Caretakers hours by 5 hours per week from April to September  
**It was resolved** to approve to increase the Caretakers hours by 5 hours per week from April to September

#### **170/FC/2223. Christmas Lights Committee**

- a. To consider and approve the purchase of new hooks for the lights on the stalls at a cost of £70.88  
**It was resolved** to approve the purchase of new hooks for the lights on the stalls at a cost of £70.88

#### **171./FC/2223. Community Building**

- a. To receive feedback from Councillor Bate about the Gibson Lane Community Centre  
Cllr Bate reported that the charity is only the tenant of the building and therefore any negotiations should be made with the owner, Leeds City Council. **It was resolved** that Cllr Eyre will contact Ward Cllr Harland about it.

#### **172/FC/2223. 2023-24 Precept**

- a. To consider the options and approve the precept requirement  
**It was resolved** to approve a precept requirement of £114, 948 which requires a 3% increase in the band D equivalent charge.

**173/FC/2223. Andy Man Club**

- a. To receive information on the setting up of an Andy Man Club in Kippax  
The Parish Council have been asked if they can help support the setting up of an Andy's Man Club in Kippax. Clerk to check how the Parish Council can provide financial support to the group.

**174/FC/2223. Next Meeting**

- 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 16<sup>th</sup> February 2023 at 7pm.  
It was resolved to confirm the date of next ordinary meeting of Kippax Parish Council as Thursday 16th February 2023 at 7pm

Signed: *M Eyre*

Date: 16<sup>th</sup> February 2023