

KIPPAX PARISH COUNCIL



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Minutes of the extraordinary Youth and Leisure Committee Meeting held Thursday 2nd February at 7pm in the Valley Ridge Community Centre.

Approved at the Youth and Leisure Committee Meeting held on Tuesday 7th March 2023

Present: Councillor M. Biscomb, Councillor H. Foley, Councillor M. Eyre, Councillor J. Purcell, Councillor V. Land, Councillor J. Biscomb, Councillor J. Mawson, Councillor H. Richardson Ward Councillor M. Harland and D Meir (Clerk).

100/YL/2223. Apologies:

a. To note apologies received and approve any reasons for absence

Apologies were received from Councillor J. Almond and **it was resolved** to approve the reason for absence.

101/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

None

b. To approve dispensation requests

None

102/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.

None

103/YL/2223. Kippax Community Pantry

a. To discuss how the pantry operates with representatives from LCC and other local provisions

The Committee discussed with Mary Harland the operation of the pantry and other Pantry's in the area to get ideas on how the pantry can be operated more sustainably. **It was resolved** that Councillor Eyre will go to have a look at the Seacroft community pantry.

b. To receive a general update on Kippax Community Pantry and to consider any changes required including costs, item limits, purchased food, set-up and queuing systems

It was resolved to continue or introduce the following immediately:

- Code of Conduct updated and put on display
- Visitors can only shop when one of the five baskets becomes available, a queueing system will be in place. Visitors should shop independently unless there is a valid reason to shop in pairs (eg. a medical reason)
- Customers should shop using the basket only (items should not be placed directly into bags whilst shopping)

- Only one of each item per person (this now applies to ALL items)
- Continuing progressing a Fairshare application and enquiries into Surplus to Purpose
- Order for Fresh/Frozen food to be taken when receiving a basket, items placed at the bagging area for collection at the end
- Volunteers to pack bags at the end to ensure item limits are being adhered to
- Once customers have finished shopping, they cannot return to the shopping area
- If a basket is empty, customers should ask if there are any more items available before leaving the shopping area
- Limit of 4 fresh/frozen items per person PLUS a 4pt of milk
- Updated signage and posters

It was resolved to approve the following future changes:

- From 11th February, toiletries and household products to be available on a rota system (to be agreed at the next Youth and Leisure meeting)
- From 4th March, there will be a 50p per item charge for all fresh/frozen items. Limit of four items + milk will still be in place

It was resolved to re-consider the following in 6 weeks:

- Limiting visitors to Kippax and Methley only
- Accepting referrals from Brigshaw for people outside of Kippax and Methley
- Asking visitors for proof of address
- Introducing a referral system for all customers
- Reviewing the limits of fresh/frozen items
- Introducing an overall limit on number of items and items per category
- Charge for all products
- Priority bags for vulnerable customers/reserving items

It was resolved to reject the following proposals:

- Introducing a membership system
- Not having any fresh/frozen food available

- c. To review the budget sheet and consider any additional funding requirements

It was reported that the pantry has just over £4,000 funding left.

Councillor M. Biscomb has approached Garforth Lions and **it was resolved** to submit a grant application to the Garforth and Swillington Ward Councillors.

It was resolved to also approach Great Preston Parish Council for funding.

- d. To receive an update on the volunteer process and consider any actions for pantry volunteers specifically.

It was resolved that the pantry does not currently need to recruit any volunteers

- e. To reconsider whether to require volunteers to have DBS checks and update the risk assessment accordingly

To be deferred to when volunteers are required

- f. To consider the volunteer application received

It was resolved to approve the application to volunteer at the pantry for the Duke of Edinburgh Award scheme, subject to receiving a satisfactory reference. A start date of 18th February was agreed.

Signed: *M Biscomb*

Date: 7th March 2023