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Minutes of the Community Pantry Meeting held on Tuesday 6<sup>th</sup> June at 6pm in the Valley Ridge Community Centre.

**Approved at the Community Pantry Committee Meeting held on Tuesday 4<sup>th</sup> July 2023**

**Present:** Councillor M. Eyre, Councillor M. Biscomb, Councillor J Mawson, Councillor V. Land, Councillor J. Purcell, Councillor A Paker, Councillor H Foley, Councillor J. Almond, L. Eyre and D. Meir (Clerk)

**001/CP/2324. Election of Chairman and Vice Chairman**

- a. To receive nominations and elect a Chairman

**It was resolved** to elect Councillor M. Eyre as Chairman

- b. To receive nominations and elect a Vice Chairman

**It was resolved** to elect Councillor M. Biscomb as Vice Chairman

**002/CP/2324. Apologies:**

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

**None**

**003/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

**None**

- b. To approve dispensation requests

**None received**

**004/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.

**None present**

**005/CP/2324. Meeting Minutes**

- a. To approve the minutes of the meeting of the Community Pantry Committee held 2nd May 2023 as a true and accurate record of that meeting

**It was resolved** to approve the minutes of the meeting of the Community Pantry Committee held 2nd May 2023 as a true and accurate record of that meeting

#### **006/CP/2324. Kippax Community Pantry**

- a. To review and approve providing any requested items  
**No requests received**
- b. To review the income and expenditure report and agree any actions  
**The income and expenditure report was reviewed and it was resolved that no actions are required.**
- c. To receive an update on potential sources of additional funding and approve applying for funds.  
**The Kippax and Methley Ward Councillors have approved a grant of £5,000, but a response has not yet been received from the Garforth and Swillington Ward Councillors. The Deputy Lieutenant from The Freemasonry & West Yorkshire Lieutenancy Partnership will be visiting the Pantry on Friday before they consider the grant application for £3,000. The Tesco Community Grant application has been approved to be entered into the vote, which will be in store from July to September.**
- d. To review the limits on the number of items and approve any changes  
**It was resolved to limit the amount of high value items that can be taken from the fresh donations box from 17<sup>th</sup> June**
- e. To consider how to resolve the issue with the trolley wheels  
**It was resolved to approve the purchase of new casters and WD40 up to a cost of £20**
- f. To consider whether to open the pantry during the summer holidays  
**It was resolved to approve closing the pantry from 15<sup>th</sup> July due to building works in the school and volunteers' holidays. It was resolved to provide an extra bag of food to visitors on that date and make a swap box available.**
- g. To consider the future of the pantry and agree any actions  
**It was resolved to explore other options for operating the pantry when it re-opens, preferably running it from the library.**
- h. To receive a general update on the pantry and agree any further actions.  
**It was resolved to approve the purchase of a trolley at a cost of £68**

#### **007/YL/2324. Next meeting**

- a. To notify the Clerk/Proper Officer of matters for inclusion on the agenda for the next meeting
  - **Communication of the summer closure**
- b. To confirm date of next meeting of the Community Pantry Committee as Tuesday 4<sup>th</sup> July 2023 at 6pm  
**It was resolved to confirm the date of the next meeting of the Community Pantry Committee as Tuesday 4th July 2023 at 6pm**

Signed: *M Eyre*

Date: 4<sup>th</sup> July 2023