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Minutes of the Meeting of Kippax Parish Council held Thursday 17th August at 7pm in the Valley Ridge Community Centre

To be approved at the full council meeting to be held on Thursday 21st September 2023

Present: Cllr Martin Eyre, Cllr Michaela Biscomb, Cllr Ann Parker, Cllr Gail Hardwick, Cllr Alan Hudspeth, Cllr Julia Almond, Cllr Darren Martin, Cllr Janet Purcell and Councillor J. Mawson.

057/FC/2324. Apologies

- a. To note apologies received
Apologies were received from Councillor Land, Councillor Marshall, Councillor Foley, Councillor J. Biscomb, Councillor Richardson and D. Meir (Clerk)
- b. To approve any reasons for absence
It was resolved to approve the reasons for absence
- c. To note the absence of Councillor Marshall and approve who will take the minutes instead.
It was resolved to approve Cllr Biscomb to take the minutes of the meeting

058/FC/2324. Declarations of Interest

- a. To receive declarations of interests not already declared under members code of conduct or members register or disclosable pecuniary interests.
None
- b. To approve any dispensation requests
None

059/FC/2324. 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.

- A member of the public noted that Valley Ridge Community Centre was difficult to find and more guidance on the website may be useful
- 15 members of the public attended the meeting, all representatives of the 'Save our Villages' campaign against the local battery park planning applications. The group outlined their concerns regarding:

- The location of the application, and it's proposed requirement to be located next to the planned Solar Park
 - The safety of the proposed battery park and in particular the risk of fires and toxic gases - especially within close proximity of local schools and houses, and information shared by local fire responders
 - The environmental impact of the application including thermal runaways, impact on local nature reserves and wildlife and loss of green space and impact on community wellbeing, visual and noise pollution
 - The lack of information provided to local residents regarding the application
- The group said that they would provide information to the Clerk re. their campaign for circulation to all councillors
 - The group also asked about funding opportunities and were directed to the council's grant funding policy on the website
 - The group were informed of the council's planning committee - including when the next meeting is (4th September) and the delegated powers that the committee has to add comments to planning applications

060/FC/2324. Meeting Minutes

- a. To approve minutes of the Annual Meeting of Kippax Parish Council held 20th July 2023 as a true and accurate record of that meeting
It was resolved to approve the minutes of the Annual Meeting of Kippax Parish Council held 20th July 2023 as a true and accurate record of that meeting

061/FC/2324. Committee administration

- a. To receive nominations and elect two members of the High Street Team onto the Christmas Lights Committee.
There were no candidates from the High Street Team put forward for the committee. They are continuing to discuss candidates.
- b. To consider and approve the amendment to the Village Services Committees Terms of Reference to include responsibility for the calendar (attached)
It was resolved to approve the amendment to the Terms of Reference

062/FC/2324. Administration

- a. To consider any suggestions submitted by the public via the website and agree any actions.
None received
- b. To receive an update on the filing of the paperwork in the filing cabinet.
Cllr Eyre updated that this action is still ongoing
- c. To receive an update on the clerk's new laptop and the shredding of the data from the old laptops.
The new laptop has arrived and the Clerk is working on transferring to the new laptop and arranging for the shredding of data from the old laptop with support from the council's IT provider
- d. To receive an update on Councillor Martin's access to the KPC Facebook page

Access has been granted but there appears to be an issue. Cllr Biscomb will work with Cllr Martin to resolve.

- e. To consider and approve lending the two clothes rails in the storage container to Kippax Community Hub for school uniforms donated by Zero Waste Leeds.

It was resolved to approve lending the rails to the community hub,

063/FC/2324. Persimmon Funding

- a. To consider and approve the request from Persimmon for the £2,500 to be repaid so they can provide the woodland animals as originally planned

It was resolved to return the funding to Persimmon as requested

064/FC/2324. Finance and Corporate Governance

- a. To approve the Finance and Corporate Governance Committees recommendation to approve the accounts for payment

It was resolved to approve the accounts for payment

- b. To review and approve the additional account for payments

It was resolved to approve the additional accounts for payment

- c. To confirm that the additional accounts for payments have been set up correctly in online banking.

It was resolved to confirmed that the payments had been set up correctly

- d. To consider and approve the Finance and Corporate Governance Committees recommendation to add Councillor Parker as signatory on the Unity Bank accounts

It was resolved to approved Cllr Parker being added as a signatory

065/FC/2324. Youth and Leisure

- a. To receive an update on the progress of the new playground on Kippax Common

The funding bid for Veolia has had to be withdrawn due to a change in boundary for grantees. LCC and KPC are working on alternative funding streams. Cllr Eyre is also working on a funding submission.

- b. To consider and approve the annual cost of £7,000 to maintain the new playground at Kippax Common for the 10 years following installation and approve the clerk sending a letter to LCC to confirm this.

It was resolved to approve this annual cost and sending of a letter of confirmation to LCC

066/FC/2324. Village Services

- a. To receive information on the proposal for cleaning the War Memorial and approve Councillor Eyre to proceed with getting quotes and apply for a grant.

The information was received by councillors

067/FC2324. High Street Team

- a. To consider and approve providing matched funding for the ward councillors proposal to provide £1,000 per year for two years to the High Street Team

This item has been deferred as additional information was not available. It was noted that councillors would expect to see a Terms of Reference or similar for the group

and a remit of what any funding would be spent on. A formal grant funding application would be preferable.

068/FC/2324. Remembrance Parade Working Group

- a. To receive feedback from the group and agree any actions

The planning is progressing, the band has been booked. Cllr Hardwick needs to provide a copy of the public liability insurance and is working on a risk assessment with Mr Bottom.

It was noted that the risk assessment should be brought to full council for review and approval to satisfy our insurance

069/FC/2324. Next Meeting

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

- To consider and approve the Remembrance Parade Risk Assessment

- b. To confirm the date of next ordinary meeting of Kippax Parish Council as Thursday 21st September 2023 at 7pm, in the Valley Ridge Community Centre

It was resolved to confirm that the next meeting would be held on Thursday 21st September 2023 at 7pm, in the Valley Ridge Community Centre