



Minutes of the Meeting of Kippax Parish Council held on Thursday 18th January at 7pm in the Valley Ridge Community Centre

Approved at the extraordinary full council meeting held on Thursday 29th February 2024

Present: Councillor M. Eyre, Councillor H. Foley, Councillor D. Martin, Councillor J. Purcell, Councillor C. Weightman, Councillor A Parker, Councillor J. Almond, Councillor A. Hudspith, Councillor H. Richardson, Councillor G. Cobb, Sandra Popoola and Ellie Routledge from the Department for Levelling Up, Housing & Communities, Communities and Integration team and D. Meir (Clerk)

130/FC/2324. Apologies

- a. To note apologies received
Apologies were received from Councillor G. Hardwick, Councillor J. Mawson and Councillor G. Pearson
- b. To approve any reasons for absence
It was resolved to approve the reasons for absence.

131/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

132/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.

None present.

133/FC/2324. DLUHC Communities and Integration team

- a. To discuss with the team how Kippax Parish Council operates in the community, what things are working well and what challenges are currently being experienced.
The representatives from the DLUHC Communities and Integration team explained that they go around the country meeting with Town and Parish Council's to gather information on issues affecting the sector to see what the government can do to help and to share good practice.

The Parish Council provided an outline of the facilities, services and events that it successfully delivers for the community and the funding that it provides to other community groups for local projects, and the LCC Youth Service to provide sports sessions in the community, but this has been restricted by the limited resources available to them.

The Parish Council reported that it has successfully produced a Neighbourhood Plan, which had led to the employment of a Village Caretaker but has failed to protect green spaces as it has not been given enough weight by the Planning Authority. A concern was also raised about the lack of action from the Planning Enforcement Team.

The Parish Council reported that it has a good relationship with Ward Councillors, who provide support and some funding for projects run by the Parish Council but highlighted that there is a lack of engagement from the MP in the community.

The Parish Council provides some facilities and services that Leeds City Council are unable to provide due a lack of resources and highlighted the challenges that arise from the restrictions that come with having to put in facilities on Leeds City Council Land.

- b. To discuss with the team thoughts and experiences of co-option and parish polls and any other issues of interest.

The Parish Council raised concerns about the co-option legislation which requires them to co-opt an eligible candidate even if they do not think they are suitable and may not have a good understanding of the role of a Parish Councillor or the powers of a Parish Council.

The Parish Council advised that they do not have any experience of Parish Polls but use other methods to get residents views such as having consultations and picking up issues on social media.

134/FC/2324. Meeting Minutes

- a. To approve minutes of the Meeting of Kippax Parish Council held 21st December 2023 as a true and accurate record of that meeting.

It was resolved to approve the minutes of the Meeting of Kippax Parish Council held 21st December 2023 as a true and accurate record of that meeting.

135/FC/2324. Co-option to vacant seat on Kippax Parish Council

- a. To receive a verbal presentation from each candidate

The candidate was not at the meeting to give their presentation.

To consider exclusion of the press and public by virtue of Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business (agenda item 122/FC/2323b.) for the discussion of candidates and to re-admit the press and public for the vote.

Not required

- b. To consider the applications received and approve the co-option of a candidate to the vacant seat on Kippax Parish Council

The candidate was not at the meeting so his application could not be considered.

136/FC/2324. Finance and Corporate Governance

- a. To approve the Finance and Corporate Governance Committee's recommendation to approve the accounts for payment.

It was resolved to approve the following accounts for payment:

Payroll services Quarter 3	85.36
Clerk's expenses	10.53
Caretaker mileage	9.90
Salaries	1,925.14
HMRC - PAYE costs	1,994.53

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

To take down Christmas flags	60.00
Room hire for Community Pantry	60.00

- c. To confirm that the additional accounts for payments have been set up correctly in online banking.
It was resolved to confirm that the additional accounts for payments have been set up correctly in online banking.
- d. To review and approve the budget and precept requirement for 2024/25
It was resolved to approve the budget and a precept requirement of £136,751.

137/FC/2324. Administration

- a. To consider any suggestions submitted by the public and agree any actions.
Residents have raised concerns about the car parking charges being introduced at the Co-op and asked the Parish Council to look into it.
It was resolved to object to the one hour only free parking at the Co-op car park due to the negative impact on other High Street businesses and to raise this objection at meetings with Ward Councillors, The High Street Team and other businesses and to post a statement on Facebook to inform the public of this decision.
- b. To receive an update on the filing of the paperwork in the filing cabinet.
The Clerk has yet to complete this.
- c. To receive an update on the Clerk's new laptop and the shredding of the data and disposal of the old laptops
The new laptop has now been repaired and is working ok. The shredding and disposal of the old laptops has been booked for Tuesday 22nd January.
- d. To consider whether to invite Kier Mather, Selby and Ainsty Constituency MP, to a Parish Council meeting.
It was resolved to invite Kier Mather, Selby and Ainsty Constituency MP, to a Parish Council meeting.
- e. To consider and approve the proposal to do an audit of the website, email, and electronic storage facilities.
It was resolved to approve the proposal for Councillor Cobb to do an audit of the website, email, and electronic storage facilities.
- f. To receive an update regarding KPC Facebook page.
Concerns were raised about items posted and not posted on the KPC Facebook page.
It was resolved that Councillor Richardson will take forward the work on a Social Media Policy.

138/FC/2324. Committee Administration

- a. To consider and approve amending the Councillor membership of all Committees to nine and the quorum to three voting members and to amend the terms of references accordingly.
It was resolved to approve amending the Councillor membership of all Committees to nine and the quorum to three voting members and to amend the terms of references accordingly.

- b. To consider and approve electing Councillor Grayson onto the Youth and Leisure Committee
It was resolved to approve electing Councillor Grayson onto the Youth and Leisure Committee

139/FC/2324. Community Pantry

- a. To consider and approve the volunteer applications.
It was resolved to approve the three volunteer applications, subject to receipt of satisfactory references.

140/FC/2324. Christmas Lights

To consider and approve the quote of £1,340 + VAT to convert four addition lamp columns for motifs to be fitted to them next year.

It was resolved to approve the quote of £1,340 + VAT to convert lamp columns 42L585 and 44L585 on Leeds Road and 11S1142 and 17S1142 on Station Road for motifs to be fitted to them next year.

141/FC/2324. Village Services

- a. To approve the Village Services Committee's recommendation to approve the Caretaker working and additional 5 hours per week from 1st April 2024 to 30th September 2024
It was resolved to approve the Village Services Committee's recommendation to approve the Caretaker working and additional 5 hours per week from 1st April 2024 to 30th September 2024.
- b. To approve the Village Services Committee's recommendation to purchase a defibrillator to be fitted in the bus shelter outside Leeds Road petrol Station.
It was resolved to approve the Village Services Committee's recommendation to purchase a defibrillator to be fitted in the bus shelter outside Leeds Road petrol Station at a cost of £1,198.65 + VAT
- c. To approve the Village Services Committee's recommendation to purchase two additional high street bins.
It was resolved to approve the Village Services Committee's recommendation to purchase two additional high street bins to be located outside Wm. Dodgson and Sons Funeral Services and opposite the war memorial at a cost of £543.98 + VAT.

142/FC/2324. 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 15th February 2024 at 7pm, in the Valley Ridge Community Centre.
It was resolved to confirm the date of next ordinary meeting of Kippax Parish Council as Thursday 15th February 2024 at 7pm, in the Valley Ridge Community Centre.

Signed: _____

Date: 15th February 2024