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Minutes of the Community Pantry Committee Meeting held Tuesday 7th May at 6:15pm in the Valley Ridge Community Centre.

Approved at the Community Pantry Committee Meeting held on Tuesday 4th June 2024

Present: Councillor M. Eyre, Councillor G. Pearson, Councillor A. Parker, Councillor L. Eyre, Councillor H. Richardson, and D. Meir (Clerk)

064/CP/2324. Apologies:

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

065/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

066/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.

067/CP/2324. Meeting Minutes

- a. To approve the minutes of the meeting of the Community Pantry Committee held 2nd April 2024 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 April 2024 as a true and accurate record of that meeting.

068/CP/2324. Kippax Community Pantry

- a. To review the income and expenditure report and agree any actions.
It was noted that the pantry has £10k of funding available and no actions were required.
- b. To receive an update on funding applications and agree any actions.
The evidence of spending has been submitted for the ward Councillor grant for the funding to be provided and confirmation has been sent that the funding from Cola-cola has been spent. The remaining 25% Tesco funding is still awaited. An application has been submitted for a grant of £5k from the Spar.
- c. To receive an update on donations and agree any actions.
Two crates of food donations were left at the library and fruit donations are being received from the allotments. Cash donations are also being received from residents.

- d. To approve any volunteer applications
None received.
- e. To review and approve an induction and training checklist for pantry volunteers.
It was resolved to approve the induction and training checklist and for it to be signed by all current volunteers.
- f. To receive an update on the church hall room hire agreement.
It was resolved to approve the six month hire agreement at £40 per month and for Councillor Eyre to sign the agreement.
- g. To receive any other updates on the operation of the pantry and agree any actions.
A bag sealer has been purchased for portioning up items, e.g. dog and cat food, and a thermal label printer will be sourced.
It was reported that the pantry has between 47-50 visitors per week, and 135 are now registered. The majority are from Kippax with others coming from the surrounding villages.
The café is well used by children, whilst parent do their shop.

069/CP/2324. Next meeting

- a. To notify the Clerk/Proper Officer of matters for inclusion on the agenda for the next meeting
None
- b. To confirm date of next meeting of the Community Pantry Committee as Tuesday 4th June 2024 at 6.15pm
It was resolved to confirm date of next meeting of the Community Pantry Committee as Tuesday 4th June 2024 at 6.15pm

Signed: *M Eyre*

Date: 4th June 2024