



**KIPPAX PARISH COUNCIL**  
**SUMMONS TO ATTEND**  
VILLAGE SERVICES ADVISORY COMMITTEE MEETING MINUTES  
Virtually via Zoom  
Tuesday 23rd June 2020 4.30 pm  
E :julie.biscomb@kippax-pc.gov.uk / T: 07787 737 776

Dear Councillors, You are summoned to attend the next meeting of the Village Services Advisory Committee of Kippax Parish Council, to be held **TUESDAY 23rd June 2020** virtually via Zoom.

Kippax Parish Council is the first level of local government. Members of the press and public are invited to attend this meeting and raise issues of concern or others matters during the public forum. Log-in details can be obtained from the Clerk. Alternatively, members of the public can approach members of the council to discuss issues. Contact details for members of Kippax Parish Council are published on council notice boards and on the council web page.

## MINUTES

**Present: Cllr J Biscomb, Cllr M Eyre, Cllr Ann Parker, Cllr J Almond, Cllr M Osman, KPC Clerk- Colin Childs.**

**1. To receive apologies and approve reasons for absence**

*Apologies received and accepted from Cllr Hardwick. Cllr Hardwick was unable to access the meeting.*

**2. To receive any declarations of interest not already declared under the council's code of conduct or members Register of Disclosable Pecuniary Interests**

*None received*

**3. To confirm the minutes of the meeting held on **26th June 2020** as a true and correct record**

*Minutes confirmed and approved*

**4. To receive updates from the Public Forum**

*No public present*

**5. To receive an update on the Village Services Action Log from Cllr Julie Biscomb**

*There have been limited additions during the COVID-19 outbreak. All issues have been referred to relevant Leeds City Council teams and Ward Councillors (please see action log for further details).*

**6. To receive information from all councillors on additions to the Action Log**

*Cllr J Biscomb updated the log on behalf of Cllr Parker with regards to tree felling in the woodlands estate. This has been reported to Ward Councillors and V Nunns @ LCC Parks Department.*

*Cllr A Parker to update log regarding residents complaints re overgrown trees and ivy which is allegedly causing damage to private property.*

**7. To receive an update on the Kippax Meadows project**

*Due to LCC not being able to obtain a lot of plants they have advised the order be cancelled and a new order placed in August when they have an update on which plants are available ready for planting in September.*

*A request for further funding to cover the cost of pathways work at the Meadows will be put to full council by Cllr Eyre.*

**8. To receive an update on the Caretaker storage, transport and decide further action where necessary**

*Cllr J Biscomb has received further quotes from LCC for various storage units for the caretaker, these will be discussed at Full Council Extraordinary Meeting on 2nd July.*

*No decision as yet on transport for the caretaker as other options are being looked at by Cllr R Bentley*

**9. To decide on the Caretaker task list**

*No further task list is required as John has yet to return to work. Cllr J Biscomb and Cllr J Almond to meet with the Caretaker on Tuesday 30th June to discuss his return to work and tasks.*

*Return to work will be subject to all relevant PPE having been purchased.*

*Relevant equipment for tasks outstanding to be purchased by Cllr Eyre,*

**To notify the chair of matters for inclusion on the agenda of the next meeting**

*None*

**10. To confirm the date of the next meeting**

***Meeting confirmed for Tuesday 28th July at 4.30p.***