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DRAFT Minutes of the Village Services Advisory Committee meeting held Tuesday 25 August 2020 via Zoom.

To be approved at Village Services Advisory Committee meeting to be held 22 September 2020

Present:

Councillor J. Biscomb (Chair), Councillor M. Eyre (Vice Chair), Councillor J. Almond, Councillor, A. Parker and Michaela Biscomb (Acting Clerk)

029/2020. Public Participation

To receive and consider further action from the public

No comments received.

030/2020. Apologies:

a. To receive apologies and approve reasons for absence

No apologies received.

031/2020. To Note any Declarations of Interest:

a. To receive declarations interests not already declared under members code of conduct or members register of disclosable pecuniary interests

No further declarations made

b. To receive, consider and decide upon any applications for dispensation

None received.

032/2020. Meeting of Village Services Advisory Committee held 28 July 2020

a. To approve minutes of the meeting of Village Services Advisory Committee held 28 July 2020 as a true and accurate record of that meeting.

It was resolved to approve the minutes of the meeting held 28 July 2020 as a true and accurate record of that meeting; signed and dated by the Chairman

033/2020. Outstanding Actions

a. To receive further information and updates and consider further actions on outstanding issues as listed on the spreadsheet

- Cllr Parker updated that the bushes on Ashtree Grove had not been cut back. Cllr J Biscoomb to contact Leeds City Council re. responsibility.
- Cllr Parker updated that she is awaiting feedback on safety of steps on Appletree Estate and will follow up with local councillors.

b. To consider additional items raised by residents since the last meeting and the way forward

No new additions received.

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034/2020. Caretaker

- To discuss and recommend external risk assessment to be carried out for all Caretakers tasks following further information
Item deferred until next meeting.
- To consider the work allocation for the caretaker
Committee agreed upcoming tasks for caretaker.
- To consider training needs for the caretaker
Resolved to recommend to full council to proceed with training provided by Leeds City Council for the caretaker.
- To receive an update on the additional storage for the caretaker
The expenditure was approved by full council, Cllr Eyre communicating with LCC re. condition of the container.

035/2020. Special Projects

- To receive an update on The Meadows Project
Councillor Eyre provided a verbal update. The council is awaiting quotes and information for the gravel path and the lectern is currently at the designers.
- To receive an update on the High Street Flags
Councillor Eyre reported that the flags need to come down.

The Clerk to contact Kippax Aerials and seek information re. risk assessments, inspections and availability. The Clerk to contact the council's insurance company re. the inspection requirements.

Resolved to recommend to council an expenditure of £150 to cover additional Remembrance Flags.

036/2020. Next meeting

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

The following matters were highlighted for inclusion:

- Update on Incredible Edible Project from Councillor Almond
- Caretakers transportation of tools, risk assessment update and insurance

b. To confirm date of next meeting of Village Services Advisory Committee as 22nd September 2020

It was resolved that the next ordinary meeting of Village Services Advisory Committee be held on Tuesday 22 September 2020 at 4:30pm via Zoom

Meeting closed at 5.45pm

Signature.....

Date.....

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