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**NOTICE IS HEREBY GIVEN** that a Meeting of Kippax Parish Council to be held **Thursday 20<sup>th</sup> February at 7pm** in the Valley Ridge Community Centre

The business to be transacted at this meeting is set out below

*D Meir*

**Kippax Parish Council Clerk and Proper Officer**

**Friday 14th February 2025**

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## **AGENDA**

### **140/FC/2425. Apologies**

- a. To note apologies received
- b. To approve any reasons for absence

### **141/FC/2425. Declarations of Interest**

- a. To receive declarations of interests not already declared under members code of conduct or members register or disclosable pecuniary interests.
- b. To approve dispensation requests

### **142/FC/2425. 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.

### **143/FC/2425. Meeting Minutes**

- a. To approve the minutes of the meeting of Kippax Parish Council held on 16th January 2025 as a true and accurate record of that meeting

### **144/FC/2425. Administration**

- a. To consider any issues or suggestions submitted by the public and agree any actions.
- b. To receive an update on the filing of the paperwork in the filing cabinet.
- c. To receive an update on the proposals for file storage and sharing and agree any actions
- d. To receive an update on the proposal to review the website and email and agree any actions
- e. To receive an update on the purchase of an SSL certificate for the website
- f. To review the training evaluations and agree any actions
- g. To consider and approve posting items using Kippax Community Pantry Facebook page  
**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 items 144/FC/2425g and 145/FC2425)**
- h. To consider and approve to ban someone from KPC Facebook

### **145/FC2425. Complaints Panel**

- a. To receive nominations and appoint three members to a Complaints Panel
- b. To receive nominations and appoint a Chairman of the Complaints Panel
- c. To receive nominations and appoint three members to an Appeals Panel
- d. To receive nominations and appoint a Chairman of the Appeals Panel

**146/FC2425. Committee Membership**

- i. To receive nominations and elect councillors onto the Community Pantry Committee.
- j. To receive nominations and elect councillors onto the Youth and Leisure Committee.
- k. To receive nominations and elect councillors onto the Village Services Committee.
- l. To receive nominations and elect councillors onto the Newsletter Committee.

**147/FC/2425. Finance and Corporate Governance**

- a. To review and approve the Finance and Corporate Governance Committees recommendation to approve payment of the accounts for payment.
- b. To review and approve payment of the additional accounts for payment.
- c. To confirm that additional payments have been set up correctly in online banking.
- d. To review and approve the Finance and Corporate Governance Committee's recommendation to open a 90 Day Notice account at the Hinckley & Rugby Building Society.
- e. To review and approve the Finance and Corporate Governance Committee's recommendation to set the minimum cost for assets to be added to the asset register and insurance cover at £100.
- f. To review and approve the Finance and Corporate Governance Committee's recommended amendments to the asset register and insurance cover and approve payment of any additional premium.
- g. To consider and approve the Finance and Corporate Governance Committee's recommendation to appoint an Internal Auditor for 2024/25.

**148/FC/2425. Village Services**

- a. To consider and approve the Village Services Committee's recommendation to approve increasing the Caretakers hours by 5 per week from 1<sup>st</sup> April 2025 to 30<sup>th</sup> September 2025

**149/FC/2425. Peace Flame Project**

- a. To receive an update on the Peace Flame project and agree any actions
- b. To approve the information sign for the peace flame monument

**150/FC/2425. Covid Day of Reflection**

- a. To consider whether to organise anything for Covid Day of Reflection on 9<sup>th</sup> March and agree any actions

**151/FC/2425. Ward Councillors Meeting**

**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 151/FC/2425a)**

- a. To receive an update from the meeting

**152/FC/2425. Next Meeting**

- a. To notify Clerk/Proper Officer of matters for inclusion on the agenda for the next meeting
- b. To confirm the date of the next ordinary meeting of Kippax Parish Council as Thursday 20<sup>th</sup> March 2025 at 7pm, in the Valley Ridge Community Centre