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NOTICE IS HEREBY GIVEN that a Community Pantry Committee Meeting is to be held **Tuesday 6th May at 6:30pm** in the Valley Ridge Community Centre.

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

D Meir

Kippax Parish Council Clerk & Proper Officer

Tuesday 29th April 2025

AGENDA

069/CP/2425. Apologies:

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

070/CP/2425. 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.
- b. To approve dispensation requests.

071/CP/2425. 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.

072/CP/2425. Meeting Minutes

- a. To approve the minutes of the meeting of the Community Pantry Committee held 1st April 2025 as a true and accurate record of that meeting.

073/CP/2425. Kippax Community Pantry

- a. To receive an update on funding applications and agree any actions.
- b. To receive an update on donations and agree any actions.
- c. To review the income and expenditure report and agree any actions
- d. To review the entrance report and agree any actions
- e. To receive an update on volunteers and agree any actions.
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 073/CP/2425f) for the discussion of applicants and to re-admit the press and public for the vote.
- f. To approve any volunteer applications
- g. To receive update on new Multipay card for the pantry
- h. To receive an update on the accident that occurred outside the pantry on 5th April
- i. To consider and approve the Appeal Panel's recommendation to add managing the risk of overcrowding to the risk assessment.
- j. To receive any other updates on the operation of the pantry and agree any actions.
- k. To consider and approve a schedule of information on recent activities to be shared across Facebook, Instagram and the KPC website.

074/CP/2425. Terms of Reference

- a. To consider the proposed amendments to the Community Pantry Committee terms of reference and make recommendation to Full Council

075/CP/2425. Next Meeting

- a. To notify the Clerk/Proper Officer of matters for inclusion on the agenda for the next meeting
- b. To confirm date of next meeting of the Community Pantry Committee as Tuesday 6th May 2025 at 6.30pm