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NOTICE IS HEREBY GIVEN that a Meeting of Kippax Parish Council to be held **Thursday 17th July 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

Thursday 10th July 2025

AGENDA

036/FC/2526. Apologies

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

037/FC/2526. 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

038/FC/2526. 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.

039/FC/2526. Meeting Minutes

- a. To approve minutes of the Annual Meeting of Kippax Parish Council held 19th June 2025 as a true and accurate record of that meeting

040/FC/2526. To consider co-option of a suitable candidate to Kippax Parish Council

- a. To receive a verbal presentation from each candidate
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 040/FC/2526b.) for the discussion of candidates and to re-admit the press and public for the vote.
- b. To consider the applications received and approve the co-option of a candidate to the vacant seat on Kippax Parish Council
- c. To receive a signed declaration of acceptance of office from the co-opted councillor

041/FC/2526. Committee Membership

- a. To receive nominations and elect members to the Planning Committee
- b. To receive nominations and elect members onto the Village Services Committee
- c. To receive nominations and elect members onto the Newsletter Committee
- d. To receive nominations and elect members onto the Community Pantry Committee
- e. To receive nominations and elect members onto the Youth and Leisure Committee
- f. To receive nominations and elect members onto the Finance and Corporate Governance Committee

042/FC/2526. Policies

- a. To review and approve the amendments to the Safeguarding Policy to add a duty to report changes.
- b. To review and approve the proposed amendments to the Personnel Committee's Terms of Reference to incorporate the changes in the Safeguarding Policy
- c. To review and approve the proposed amendments to the Scheme of Delegation to incorporate the changes in the Safeguarding Policy
- d. To consider and approve the alternative alarm provisions to be included in the Lone Worker Policy

043/FC/2526. Training

- a. To receive an update on safeguarding training and agree any actions
- b. To consider and approve the proposal for First Aid Training

044/FC/2526. Administration

- a. To receive an update on the filing of the paperwork in the filing cabinet.
- b. To receive an update on the setting up of the OneDrive accounts
- c. To receive an update on the transfer of the website and agree any actions
- d. To consider and approve adding an email address for competitions and one for events
- e. To consider and approve who will have access to the new email accounts

045/FC/2526. Activities and Public Engagement

- a. To consider any issues or suggestions submitted by the public and agree any actions.
- b. To receive feedback from public engagement on Facebook and agree any actions
- c. To receive feedback from public engagement on the Newsletter and agree any actions
- d. To receive an update on Councillor introductions and agree any actions

046/FC/2526. Finance and Corporate Governance

- a. To review and approve The Finance and Corporate Governance Committees recommendation to approve the accounts for payment
- b. To review and approve payment of the additional accounts for payment
- c. To confirm that the additional payments have been set up correctly in online banking.
- d. To consider and approve the Finance and Corporate Governance Committees recommendation to transfer £10,000 from the Unity Reserve Account to the Unity Current Account
- e. To consider and approve the Finance and Corporate Governance Committees recommendation to transfer the balance of £1,756.87 on the Peace Flame Reserve to the General Reserve.
- f. To consider and approve the Finance and Corporate Governance Committees recommendation not to comply with the recommended practice for the publication of information set out in The Local Government Transparency Code 2015
- g. To note the Finance and Corporate Governance Committees report and consider and approve the grant application from Kippax Open Fruit and Veg Show

047/FC/2526. Kippax Open Fruit and Vegetable Show

- e. To consider and approve the request to borrow tables, noticeboards and two gazebos for the event on Saturday 30th August
- f. To note the invitation to the event

048/FC/2526. Health Sessions

- a. To receive Feedback on the Health and Wellbeing Event and agree any actions.

049/FC/2526. Remembrance Day

- a. To receive an update on the arrangements for Remembrance Day and agree any actions
- b. To review and approve the event programme
- c. To review and approve the risk assessment and associated documents

050/FC/2526. Youth and Leisure

- a. To consider and approve the poster of the VJ Anniversary events

051/FC/2526. 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 next ordinary meeting of Kippax Parish Council as Thursday 21st August 2025 at 7pm, in the Valley Ridge Community Centre