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**NOTICE IS HEREBY GIVEN** that a Community Pantry Committee Meeting is to be held **Tuesday 5<sup>th</sup> August at 6:15pm** in St. Mary's Lower Church Hall.

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

*D Meir*

**Kippax Parish Council Clerk & Proper Officer**  
**Wednesday 30<sup>th</sup> July 2025**

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## **AGENDA**

### **016/CP/2526. Apologies:**

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

### **017/CP/2526. 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.

### **018/CP/2526. 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.

### **019/CP/2526. Meeting Minutes**

- a. To approve the minutes of the meeting of the Community Pantry Committee held 1<sup>st</sup> July 2025 as a true and accurate record of that meeting.

### **020/CP/2526. Kippax Community Pantry**

- a. To receive information from representatives from Food Savers
- b. To consider and approve whether to join Food Savers
- c. To consider and approve whether to charge for tins and packet items
- d. To consider and approve whether to limit membership to the local area
- e. To receive an update on funding applications and agree any actions.
- f. To receive an update on donations and agree any actions.
- g. To review the income and expenditure report and agree any actions
- h. To review the shopping list and approve any changes
- i. To review the charges and approve any changes
- j. To review the entrance report 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 020/CP/2526g) for the discussion of applicants and to re-admit the press and public for the vote.**
- k. To approve any volunteer applications
- l. To review the requirement that committee members must volunteer at the pantry and make recommendation to Full Council to amend the Terms of Reference accordingly

- m. To receive any other updates on the operation of the pantry and agree any actions.
- n. To consider and approve information on activities to be shared on the website and social media.

**021/CP/2526. 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 2nd September 2025 at 6.15pm