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NOTICE IS HEREBY GIVEN that a Community Pantry Committee Meeting is to be held **Tuesday 7th October 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
Tuesday 30th September 2025

AGENDA

028/CP/2526. Apologies:

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

029/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.

030/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.

031/CP/2526. Meeting Minutes

- a. To approve the minutes of the meeting of the Community Pantry Committee held 5th August 2025 as a true and accurate record of that meeting.

032/CP/2526. Kippax Community Pantry

- a. To receive an update on the operation of the new membership scheme and agree any actions
- b. To consider the options and approve purchasing a card machine
- c. To receive information on the VAT implications of the membership fee and agree any actions
- d. To receive an update on funding applications and agree any actions.
- e. To receive an update on donations and agree any actions.
- f. To review the income and expenditure report and agree any actions
- g. To review the entrance report and agree any actions
- h. To review the shopping list and approve any changes
- i. To review the FareShare scheme and consider whether to continue with it
- j. To review the charges and approve any changes
- k. To receive information on this year's Christmas toys scheme
- l. To consider the options and approve recommending to Full Council purchasing a van.

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 032/CP/2526m) for the discussion of applicants and to re-admit the press and public for the vote.

- m. To approve any volunteer applications
- n. To receive any other updates on the operation of the pantry and agree any actions.

033/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 4th November 2025 at 6.15pm