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Minutes of the Meeting of Kippax Parish Council held on Thursday 16th January at 7pm in the Valley Ridge Community Centre

Approved at the meeting of Kippax Parish Council held on Thursday 20th February 2025

Present: Councillor M. Eyre, Councillor D. Martin, Councillor J. Purcell, Councillor A. Parker, Councillor L. Eyre, Councillor G. Pearson, Councillor J. Almond, Councillor C. Pearson, Councillor C. Weightman, Councillor G. Hardwick, Councillor H. Richardson, Councillor G. Cobb, three members of the public and D. Meir (Clerk).

123/FC/2425. Apologies

- a. To note apologies received
Apologies were received from Councillor J. Mawson.
- b. To approve any reasons for absence
It was resolved to approve the reasons for absence

124/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.
None
- b. To approve dispensation requests
None

125/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.

Victoria Goodall from the Kippax Wildlife Corridor provided information to the Council on the work on the wildlife Corridor and gave some ideas for the wildlife garden competition considered under item 128/FC/2425a. Victoria Goodall has agreed to be a judge for the competition.

126/FC/2425. Meeting Minutes

- a. To approve the minutes of the meeting of Kippax Parish Council held on 19th December 2024 as a true and accurate record of that meeting
It was resolved to approve the minutes of the meeting of Kippax Parish Council held on 19th December 2024 as a true and accurate record of that meeting

127/FC/2425. To consider co-option of suitable candidates to Kippax Parish Council

- a. To receive a verbal presentation from each candidate
The two applicants gave a verbal presentation to the Council

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 127/FC/2425b.) for the discussion of candidates and to re-admit the press and public for the vote.

Not required

- b. To consider the applications received and approve the co-option of two candidates to the vacant seats on Kippax Parish Council
It was resolved to approve the co-option of Steven Shannon and Peter Eyre to the vacant seats on Kippax Parish Council
- c. To receive signed declarations of acceptance of office from the co-opted councillors
Signed declarations of acceptance of office forms were received from Steven Shannon and Peter Eyre

128/FC/2425. Youth and Leisure – Wildlife Garden competition

- a. To consider and approve arrangements for a wildlife garden competition
The information provided by Victoria Goodall from the Wildlife corridor will be shared with the Youth and Leisure Committee members, who will agree the format for the competition.

129/FC/2425. Administration

- a. To consider any issues or suggestions submitted by the public and agree any actions.
None
- b. To receive an update on the filing of the paperwork in the filing cabinet.
Work is ongoing
- c. To receive an update on the proposals for file storage and sharing and agree any actions
The work on the proposals is ongoing
- d. To receive an update on the proposal to review the website and email and agree any actions
The work on the proposals is ongoing
- e. To receive an update on the Instagram account and agree any actions
It was reported that initially posts were getting many views, but more recently they have not. It was suggested that it could be used more for events and competitions.
It was resolved to keep it as it does not create extra work and to change the name to remove the year. Councillor Richardson to action.
- f. To consider and approve the purchase of an SSL certificate for the website
It was resolved to support purchasing an SSL certificate for the website and Councillor Martin will find out the cost.
- g. To note the error on the order for the walkie talkies and consider whether to keep or return the 10 extra received.
It was resolved to keep the extra 10 walkie Talkies received.
- h. To receive nominations and elect councillors onto the Finance and Corporate Governance Committee.
It was resolved to elect Councillor Weightman onto the Finance and Corporate Governance Committee.
- i. To review the training evaluation and agree any actions
The evaluation of the event planning training was reviewed, and it was noted that the council is doing things right.

130/FC/2425. Finance and Corporate Governance

- a. To review and approve the Finance and Corporate Governance Committees recommendation to approve the accounts for payment.
It was resolved to approve the accounts for payment detailed in Appendix A.
- b. To review and approve payment of the additional accounts for payment
It was resolved to approve the additional accounts for payment detailed in Appendix B.
- c. To confirm that additional payments have been set up correctly in online banking.

It was resolved to confirm that the additional payments have been set up correctly in online banking.

- d. To consider and approve any funds transfers recommended by the Finance and Corporate Governance Committee.
No transfers were recommended.
- e. To consider and approve any budget recommendations made by the Finance and Corporate Governance Committee.
No budgets recommendations were made
- f. To consider and approve any reserves recommendations made by the Finance and Corporate Governance Committee.
It was resolved to approved the transfer of the £870 balance on the Kippax Common Playground reserve to the Kippax Common Masterplan reserve
- g. To consider and approve any new grant applications reviewed by the Finance and Corporate Governance Committee.
None received
- h. To consider and approve opening a separate bank account with Unity Trust for the Community Pantry funds.
It was resolved to approve opening a separate bank account with Unity Trust for the Community Pantry funds with Councillor M. Eyre, Councillor J. Almond, Councillor H. Richardson, and Councillor P. Eyre as signatories.
It was resolved to approve applying for a separate Multipay card for the Community Pantry, to be held by Councillor M. Eyre.

131/FC/2425. Budgets and Precept

- a. To consider the precept options based on the approved budget and approve the precept requirement for 2025-26
It was resolved to approve a precept requirement for 2025-26 of £197,111

132/FC/2425. Youth and Leisure – Kippax Common

- a. To receive an update on the damaged fireman's pole
The damaged fireman's pole has been repaired free of charge
- b. To receive an update on the loose trees
The trees will be replanted free of charge with a stake put in to make them more stable
- c. To receive an update on the proposed footpath and agree any actions
The proposal to do the top half of the footpath was discussed and concerns were raised about trial bikes using it and it was suggested that a better A frame would need to be installed to prevent them from accessing it. Concerns were also raised about dog walkers using the footpath and not picking up dog waste on the football pitches. Councillor M. Eyre will obtain formal quotes.
- d. To receive an update on the management of Kippax Common from Kippax Athletic Junior Football Club.
No progress to report as the weather has prevented any further work

133/FC/2425. Youth and Leisure - Other community events

- a. To receive an update on the Christmas House competition and approve the Councillors' choice winner
The three winners from the public vote were announced on Facebook on 7th January and the first-place winner donated their £20 prize voucher to the Community Pantry
It was resolved to approve the Councillors' choice winner of the Christmas House competition as 124 Valley Ridge
- b. To receive an update on the 80th VE Day Anniversary Beacon Lighting event and the

discussions with other groups about an additional event.

Keir Mather MP is attending the Beacon Lighting event, and the Ward Councillors have been invited. The Church bells will ring at 6:30pm and a tribute will be read by Alec Angus from the British Legion, at 9:30pm when the beacon is lit.

It was resolved to approve the purchase of a large VE Day flag for the War Memorial at a cost of £37.33 + VAT

134/YL/2425. Youth and Leisure - Brigshaw Lane Tennis Courts

- a. To receive an update on the installation of the digital lock and emergency gate on the tennis courts and agree any actions

The installation is expected to be completed in January/February.

135/FC/2425. Community Pantry

- a. To receive an update on funding applications and agree any actions.

The application for a £4k grant from the Lieutenancy has not yet been considered and they have requested to visit the Pantry. No other grant funding is currently available.

- b. To receive an update on donations and agree any actions.

It was reported that monetary donations are being received and a large donation of mocktails and a donation of 1,000 mince pies were received and distributed. A donation of 10 crates of frozen food is being donated by Lidl for this weekend and **it was resolved** to sell those items for £1 each. Supermarkets are donating unsold Christmas stock, so more might be received for this weekend.

- c. To review the income and expenditure report and agree any actions

The income and expenditure report was noted and no actions required.

- d. To review the entrance report and agree any actions

It was noted that the numbers dropped the week it snowed but returned to usual levels the following week.

- e. To receive an update on volunteers and agree any actions.

It was reported that there are many volunteers to fill up the spaces and Councillors are available on stand-by to help when needed.

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 135/FC/2425f) for the discussion of applicants and to re-admit the press and public for the vote.

Not required

- f. To approve any volunteer applications

It was resolved to approve the application from the Duke of Edinburgh student.

- g. To receive feedback on the festive toy donation scheme and agree any actions.

150 toys were received and 130 were distributed.

It was resolved not to wrap them next year, so they can see if they are suitable.

It was resolved to use the left-over toys on a tombola stall at the Gala with the proceeds donated to the Community Pantry.

- h. To receive any other updates on the operation of the pantry and agree any actions.

None

136/FC/2425. Peace Flame Project

- a. To receive an update on the Peace Flame project and agree any actions

The metal has been donated and will be welded free of charge when time permits.

137/FC/2425. Consultations

- a. To consider the consultation on the West Yorkshire Combined Authority's Climate and

Environment Plan and approve any response to the survey

It was resolved not to submit a response from the Parish Council, but individual Councillors can submit their own responses.

- b. To consider the Governments Consultation on Strengthening the Standards and Conduct Framework for Local Authorities in England and agree any response

It was resolved not to submit a response from the Parish Council, but individual Councillors can submit their own responses.

139/FC/2425. Valley Ridge Bowling Club

- a. To discuss the proposed closure of Valley Ridge Bowling Club by Leeds City Council and agree any actions

It was reported that Leeds City Council has delayed the proposed closure so the club will remain open until the end of the 2025 season in September, whilst a consultation is completed.

It was resolved to write a letter to Leeds City Council to support keeping Valley Ridge Bowling Club open.

138/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 138/FC/2425a) for the discussion of applicants and to re-admit the press and public for the vote.

Not required

- a. To receive an update from the meeting

It was reported that Ward Councillors have agreed to fund half the costs of the war memorial brackets and wires

139/FC/2425. Next Meeting

- a. To notify Clerk/Proper Officer of matters for inclusion on the agenda for the next meeting

- To elect new Councillors onto relevant committees.

- b. To confirm the date of the next ordinary meeting of Kippax Parish Council as Thursday 20th February 2025 at 7pm, in the Valley Ridge Community Centre

It was resolved to confirm the date of the next ordinary meeting of Kippax Parish Council as Thursday 20th February 2025 at 7pm, in the Valley Ridge Community Centre.

Appendix A:

Item: 130/FC/2425a- Accounts for Payment			
Payment date	Payee	Description	£
16/01/2025	Cllr Hardwick	Printer ink expenses	41.35
16/01/2025	Clerk	Ink, stamps and stationery expenses	19.15
16/01/2025	Caretaker	Mileage	8.10
16/01/2025	Yorks Local Councils Assoc.	Event Planning training - Cllr M. Eyre	35.10
16/01/2025	St Mary's Church	Hall Hire for Pantry 28 Dec to 18 Jan	160.00
24/01/2025	Employees	Salaries	2,330.18

Appendix B:

Item: 130/FC/2425b - Additional Accounts for Payment			
Payment date	Payee	Description	£
16/01/2025	Kippax Aerial Services	Take down Christmas flags	60.00

Signed: *M Eyre*

Date: 20th February 2025