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Minutes of the Meeting of Kippax Parish Council held Thursday 20th February at 7pm in the Valley Ridge Community Centre

To be approved at the meeting of Kippax Parish Council to be held on Thursday 20^h March 2025

Present: Councillor M. Eyre, Councillor D. Martin, Councillor J. Purcell, Councillor A. Parker, Councillor L. Eyre, Councillor G. Pearson, Councillor J. Almond, Councillor S Shannon, Councillor P. Eyre and Councillor G. Hardwick,

140/FC/2425. Apologies

- a. To note apologies received
Apologies were received from Councillor J. Mawson, Councillor H. Richardson, Councillor Cobb, Councillor C. Pearson and D. Meir (Clerk)
- b. To approve any reasons for absence
It was resolved to approve the reasons for absence
It was resolved that councillor Martin would take the minutes in the Clerk's absence

141/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

142/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.

None

143/FC/2425. Meeting Minutes

- a. To approve the minutes of the meeting of Kippax Parish Council held on 16th January 2025 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 16th January 2025 as a true and accurate record of that meeting

144/FC/2425. Administration

- a. To consider any issues or suggestions submitted by the public and agree any actions.
None received
- 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 purchase of an SSL certificate for the website
The work has been completed, and our website is now secure
- f. To review the training evaluations and agree any actions
The Council was informed that the 'off to a flying start' training was really good, and it would be worth all councillors going on the course.
- g. To consider and approve posting items using Kippax Community Pantry Facebook page
It was resolved to keep the KPC main Facebook page as the only Facebook facility to post and share information on.

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 items 144/FC/2425g and 145/FC2425)
Not required

- h. To consider and approve to ban someone from KPC Facebook
It was resolved to unblock and monitor their activity

145/FC2425. Complaints Panel

- a. To receive nominations and appoint three members to a Complaints Panel
It was resolved to appoint Councillor D. Martin, Councillor J. Almond and Councillor P. Eyre onto the Complaints Panel
- b. To receive nominations and appoint a Chairman of the Complaints Panel
It was resolved to appoint Councillor D. Martin as Chairman of the Complaints Panel
- c. To receive nominations and appoint three members to an Appeals Panel
It was resolved to appoint Councillor G. Harwick, Councillor G. Pearson and Councillor S. Shannon onto the Appeals Panel.
- d. To receive nominations and appoint a Chairman of the Appeals Panel
It was resolved to appoint Councillor G. Hardwick as Chairman of the Appeals Panel

146/FC2425. Committee Membership

- a. To receive nominations and elect councillors onto the Community Pantry Committee.
It was resolved to elect Councillor P Eyre onto the Community Pantry Committee.
- b. To receive nominations and elect councillors onto the Youth and Leisure Committee.
It was resolved to elect Councillor S. Shannon and Councillor P. Eyre onto the Youth and Leisure committee
- c. To receive nominations and elect councillors onto the Village Services Committee.
It was resolved to elect Councillor S. Shannon onto the Village Services Committee
- d. To receive nominations and elect councillors onto the Newsletter Committee.
It was resolved to elect Councillor S. Shannon onto the Newsletter Committee

147/FC/2425. Finance and Corporate Governance

- a. To review and approve the Finance and Corporate Governance Committees recommendation to approve payment of 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 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.

- d. To review and approve the Finance and Corporate Governance Committee's recommendation to open a 90 Day Notice account at the Hinckley & Rugby Building Society
It was resolved to approve opening a 90-day notice account at the Hinckley & Rugby Building Society
- e. To review and approve the Finance and Corporate Governance Committee's recommendation to set the minimum cost for assets to be added to the asset register and insurance cover at £100.
It was resolved to approve to set the minimum cost for assets to be added to the asset register and insurance cover at £100
- f. To review and approve the Finance and Corporate Governance Committee's recommended amendments to the asset register and insurance cover and approve payment of any additional premium
It was resolved to approve the amendments to the asset register and insurance cover and approve payment of any additional premium up to 10% to the current fee
- g. To consider and approve the Finance and Corporate Governance Committee's recommendation to appoint an Internal Auditor for 2024/25
It was resolved to appoint Claire Smith Internal Audit to complete the internal audit at a cost of £300

148/FC/2425. Village Services

- a. To consider and approve the Village Services Committee's recommendation to approve increasing the Caretakers hours by 5 per week from 1st April 2025 to 30th September 2025
It was resolved to approve increasing the Caretakers hours by 5 per week from 1st April 2025 to 30th September 2025

149/FC/2425. Peace Flame Project

- a. To receive an update on the Peace Flame project and agree any actions
The peace flame has been manufactured and is now at the powder coaters.
- b. To approve the information sign for the peace flame monument
Ongoing and be carried forward to next month

150/FC/2425. Covid Day of Reflection

- a. To consider whether to organise anything for Covid Day of Reflection on 9th March and agree any actions
Councillor M. Eyre to approach the Methodist Church about Covid Day. It was noted that St. Mary's Church in Kippax will be doing a special Covid Day service. Allerton Bywater church will also be doing a special service.

151/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 151/FC/2425a)

- a. To receive an update from the meeting
There has not been a meeting yet. Councillor M. Eyre to follow up with the Ward Councillors.

152/FC/2425. Next Meeting

- a. To notify Clerk/Proper Officer of matters for inclusion on the agenda for the next meeting
 - **To consider whether to remove the Community Pantry Facebook page so all traffic is directed to the KPC main Facebook page.**
 - **To approve the information sign for the peace flame monument**
- b. To confirm the date of the next ordinary meeting of Kippax Parish Council as Thursday 20th March 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 March 2025 at 7pm, in the Valley Ridge Community Centre

Appendix A:

Item:130/FC/2425a- Accounts for Payment			
Payment date	Payee	Description	£
20/02/2025	Clerk	Ink expenses	9.20
20/02/2025	Yorks Local Councils Assoc.	Off to a flying start training - Cllr Shannon & Cllr P. Eyre	140.40
20/02/2025	Yorks Local Councils Assoc.	Committees training - Cllr M. Eyre	26.30
20/02/2025	St Mary's Church	Hall Hire for Pantry 25 Jan to 15 Feb	160.00
25/02/2025	Employees	Salaries	2,304.19

Appendix B:

Item: 130/FC/2425b- Additional Accounts for Payment			
Payment date	Payee	Description	£
20/02/2025	Raw Family Designs	New Councillor uniforms	172.20