



www.kippax-pc.gov.uk/

Minutes of the Community Pantry Committee Meeting held Tuesday 4th February at 6:30pm in the Valley Ridge Community Centre.

Approved at the Community Pantry Committee Meeting held on Tuesday 4th March 2025

Present: Councillor M. Eyre, Councillor L. Eyre, Councillor J. Almond, Councillor C. Pearson, Councillor J. Purcell, Councillor P Eyre (non-committee member) and D. Meir (Clerk)

051/CP/2425. Apologies:

- a. To note apologies received
Apologies were received from Councillor J. Mawson, Councillor A. Parker, Councillor H Richardson, and A. Pickersgill.
- b. To approve any reasons for absence
It was resolved to approve the reasons for absence

052/CP/2425. 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.
None
- b. To approve dispensation requests.
None

053/CP/2425. 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.

None present

054/CP/2425. Meeting Minutes

- a. To approve the minutes of the meeting of the Community Pantry Committee held 3rd December 2024 as a true and accurate record of that meeting.
It was resolved to approve the minutes of the meeting of the Community Pantry Committee held 3rd December 2024 as a true and accurate record of that meeting.

055/CP/2425. Kippax Community Pantry

- a. To receive an update on funding applications and agree any actions.
The Deputy Lieutenancy has visited the pantry and has agreed to provide funding of £4,000, which should be provided in a month. Councillor M. Eyre is looking into another potential source of grant funding.
- b. To receive an update on donations and agree any actions.
A number of donations have been received from residents this month.
- c. To review the income and expenditure report and agree any actions.
The income and expenditure report was reviewed and no actions required.
- d. To review the entrance report and agree any actions.
It was noted that the numbers attending is increasing with 63 attending for two weeks, then it was up to 73.
It was resolved to trial opening at 9:30 this coming Saturday, but not to advertise it, and to continue if it works well.

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

Nothing to report

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

- f. To approve any volunteer applications.

None received

- g. To consider and approve increasing prices of fridge and freezer items.

It was resolved to approve increasing the price of sausages and chicken nuggets, fresh milk and oat milk to £1

- h. To consider and approve to start selling chips and pizza.

It was resolved to approve to start selling pizza at 75p and chips at £1.25

- i. To consider and approve the quote for annual PAT testing.

It was resolved to approve the quote of £40 for the Annual PAT testing

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

It was resolved to approve the purchase of a noticeboard at a cost of £17.82+VAT

It was resolved to approve the purchase additional shelving for the kitchen at a cost of £100

It was reported that a complaint has been received regarding an incident at the pantry on Saturday 1st February, which is being dealt with in accordance with the Complaint Policy and **it was resolved** that the Clerk will ask for witness statements and a response to the complaint.

It was resolved to ask those involved in the complaint not to attend the pantry until the complaint has been considered.

It was resolved to only have two adults working the fridge area going forward due to congestion in the area.

It was resolved to approve provisional opening times for the pantry on Saturday 7th June of 8.45am to 10am due to the Gala. The opening time will be changed to 8:30am if required.

Councillor M. Eyre is looking into getting a ramp for the entrance and is seeking some funding from LCC towards it.

It was resolved to put limited stock out for popular items of surplus supermarket donations and to monitor it and restock as necessary.

056/CP/2425. Next Meeting

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

None

- b. To confirm date of next meeting of the Community Pantry Committee as Tuesday 4th March 2025 at 6.30pm

It was resolved to confirm date of next meeting of the Community Pantry Committee as Tuesday 4th March 2025 at 6.30pm

Signed: *M Eyre*

Date: 4th March 2025