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

**Approved at the Community Pantry Committee Meeting held on Tuesday 1<sup>st</sup> April 2025**

**Present:** Councillor M. Eyre, Councillor L. Eyre, Councillor J. Almond, Councillor C. Pearson, Councillor J. Purcell, Councillor P. Eyre, Councillor A Parker, A Pickersgill and D. Meir (Clerk)

**057/CP/2425. Apologies:**

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

**058/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

**059/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

**060/CP/2425. Meeting Minutes**

- a. To approve the minutes of the meeting of the Community Pantry Committee held 4th February 2025 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 4th February 2025 as a true and accurate record of that meeting.

**061/CP/2425. Kippax Community Pantry**

- a. To receive an update on funding applications and agree any actions.  
Councillor M. Eyre will contact the Leeds Food Aid Network about potential funding. The £4k funding from the Lieutenancy is expected soon.
- b. To receive an update on donations and agree any actions.  
It was reported that the £25 monthly donation is still being received from a resident, and they have been given the new bank account details. A request for more fruit and vegetable donations has been posted on Facebook.
- 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 63 attended last week and 77 the week before and there are now over 300 registered members. It was noted that a new food pantry has opened in Sherburn- in Elmet and one in Allerton Bywater will hopefully open by summer.

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

It was noted that there are enough volunteers most of the time, but more are needed to help with cover when others are unable to attend.

**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 061/CP/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 volunteer application

- g. To consider and approve accepting the volunteer's recent DBS check

**It was resolved** to accept the volunteer's recent DBS check and recommend to full council the review the DBS check requirement in the Safeguarding Policy.

- h. To receive an update on pet food donations.

It was reported that the weekly donations from Blue Cross will stop at the end of March, but another scheme has been sourced, and five pallets have been requested. It is not known what they will contain. The Pets at Home scheme has also been joined but they do not currently have any slots available.

- i. To receive update on new bank account for the pantry

The bank account is now set up and in use. The Multipay card can now be applied for.

**It was resolved** to approve paying the full cost of Cllr Eyre's printing from the Community Pantry funds going forward.

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

Councillor L. Eyre is cleaning out the fridge once a month and will be doing a full-floor mop next week. New door closers have been fitted, and a door wedge will be purchased. It was also reported that filtered milk is now being purchased from Lidl, saving 25p each.

The changes have been made to the Fridge and Freezer area and it is now working better.

**It was resolved** to approve handing out recipes for vegetable soup from Incredible Edible.

#### **062/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 1<sup>st</sup> April 2025 at 6.30pm

**It was resolved** to confirm the date of the next meeting of the Community Pantry Committee as Tuesday 1<sup>st</sup> April 2025 at 6.30pm

Signed: *M Eyre*

Date: 1<sup>st</sup> April 2025