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Draft Minutes of the Community Pantry Committee Meeting held Tuesday 3rd June at 6:30pm in St. Mary's Lower Church Hall.

To be approved at the Community Pantry Committee Meeting to be held on Tuesday 1st July 2025

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

Absent: Councillor J. Almond.

001/CP/2526. Chair and Vice-Chair:

- a. To receive nominations and elect a Chair
It was resolved to elect Councillor M. Eyre as Chair
- b. To receive nominations and elect a Vice-Chair
It was resolved to elect Councillor J. Almond as Vice-Chair, subject to her agreement

002/CP/2526. Apologies:

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

003/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.
None
- b. To approve dispensation requests.
None

004/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.

None present

005/CP/2526. Meeting Minutes

- a. To approve the minutes of the meeting of the Community Pantry Committee held 6th May 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 6th May 2025 as a true and accurate record of that meeting.

006/CP/2526. Kippax Community Pantry

- a. To receive an update on funding applications and agree any actions.
£1,500 has been received from Leeds Christian Community Trust and the pantry is now registered on their map. The £4,000 from Lieutenancy has yet to be received, it is not yet known when the instore Tesco vote will be, and it has not been possible to progress the Co-op application due to their computer issues. Applications have also been made for £10,000 from Spar and £5,000 from The Household Support Fund. A lottery application to fund running costs and a further application for £50,000 for improvements is also being looked into, to fund a possible ramp and van.
- b. To receive an update on donations and agree any actions.

An update was received with the biggest food donations coming from Swillington Church. The collections from Sainsbury's on Moorgate Road have stopped because they were not providing any food.

- c. To review the income and expenditure report and agree any actions
The report was reviewed, and no action was required.

- d. To review the entrance report and agree any actions
It was noted an average of approximately 60 families attended each week, with different families attending each week, including some new ones.

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

Not required

- e. To approve any volunteer applications
None

- f. To receive any other updates on the operation of the pantry and agree any actions.
It was reported that a new chest freezer was required and approval for it from the Church is awaited. **It was resolved** to approve purchasing one for up to £400 cost, once approval has been granted.
The charges for fresh and frozen items were reviewed and **it was resolved** not to change any.
It was resolved to stop buying filtered milk
It was reported that Fairshare will be doing their annual check at the end of the month.

- g. To consider and approve a schedule of information on recent activities to be shared across Facebook, Instagram and the KPC website.
It was resolved that no additional activity needs to be shared.

007/CP/2526. Next Meeting

- a. To notify the Clerk/Proper Officer of matters for inclusion on the agenda for the next meeting
- A review of charges to be included as a regular agenda item
 - To appoint a safeguarding lead
- b. To confirm date of next meeting of the Community Pantry Committee as Tuesday 1st July 2025 at 6.30pm
It was resolved to confirm the date of next meeting of the Community Pantry Committee as Tuesday 1st July 2025 at 6.30pm