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Minutes of the Community Pantry Committee Meeting held Tuesday 1st July at 6:30pm in St. Mary's Lower Church Hall.

Approved at the Community Pantry Committee Meeting held on Tuesday 5th August 2025

Present: Councillor M. Eyre, Councillor L. Eyre, Councillor J. Purcell, Councillor A Parker, Councillor C. Pearson, Councillor J. Almond, A Pickersgill, one member of the public and D. Meir (Clerk)

Absent: Councillor J. Mawson

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

- a. To receive confirmation of Councilor Almond's acceptance of the role of Vice-Chair or elect an alternative

Councillor Almond confirmed acceptance of the role of Vice-Chair

009/CP/2526. 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 reason for absence.

010/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

011/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.

Nothing raised

012/CP/2526. Meeting Minutes

- a. To approve the minutes of the meeting of the Community Pantry Committee held 3rd June 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 3rd June 2025 as a true and accurate record of that meeting.

013/CP/2526. Kippax Community Pantry

- a. To receive an update on funding applications and agree any actions.
It was reported that the application for £10,000 from Spar was unsuccessful and the £4,000 from the Lieutenancy has not yet been received. A date has not yet been given for the Tesco Community grant or the Co-op £250 funding. An application to the Co-op Local Community Fund has been made and the outcome will be known in October, with the funding to be provided in October 2026. The application for £50,000 from the Leeds Community Fund has now been submitted to cover the cost of a van and weekly food purchases. The £5,000 Household Support Funding is due to be received in July, and it was reported that a meeting has been arranged with them to discuss the pantry joining their Food Savers scheme and they will be invited to the Community Pantry Committee meeting to discuss the scheme.

- b. To receive an update on donations and agree any actions.
No changes reported
- c. To review the income and expenditure report and agree any actions
The income and expenditure reported was reviewed and it was noted that cheaper suppliers are being sourced. The shopping list will be circulated to see where saving can be found or what to stop providing.
- d. To review the entrance report and agree any actions
It was noted that the number of families attending was in the 60's in recent weeks.
- e. To review the charges and approve any changes
**It was resolved to stop providing chips.
Further changes will be considered next month.**
- f. To receive nominations and approve a safeguarding lead
It was resolved to approve Councillor M. Eyre as the Safeguarding Lead.

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

Not required

- g. To approve any volunteer applications
It was resolved to approve the volunteer application
- h. To receive any other updates on the operation of the pantry and agree any actions.
The Committee thanked Councillor L. Eyre, Councillor C. Peason and A. Pickersgill for completing the monthly clean
- i. To consider and approve a schedule of information on recent activities to be shared across Facebook, Instagram and the KPC website.
Information on the activities at the pantry will be posted on an ongoing basis.

014/CP/2526. 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 5th August 2025 at 6.30pm
It was resolved to confirm the date of the meeting of the Community Pantry as Tuesday 5th August at 6:15pm

Signed: *M Eyre*

Date: 5th August 2025