



Minutes of the meeting of Kippax Parish Council's Village Services Committee held Tuesday 8<sup>th</sup> July at 6.30pm at St Mary's Lower Church Hall

**Approved at the Village Services Committee meeting held Tuesday 12<sup>th</sup> August 2025**

**Present:** Councillor M. Eyre, Councillor D. Martin, Councillor D. Armitage, Councillor G. Peason, Councillor A. Parker, Councillor S. Shannon, one member of the public, and D. Meir (Clerk)

**Absent:** None

**012/VS/2526. Apologies:**

- a. To note apologies received  
None
- b. To approve any reasons for absence  
None

**013/VS/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

**014/VS/2526. Public Participation**

Members of the public who wish to speak regarding an item within the remit of the Village Services Committee may do so.

PLEASE NOTE: Total time limit for this item is 10 minutes.

Nothing raised

**015/VS/2526. Meeting Minutes**

- a. To approve the minutes of the meeting of Village Services Committee held 10<sup>th</sup> June 2025 as a true and accurate record of that meeting.  
**It was resolved** to approve the minutes of the meeting of Village Services Committee held 10<sup>th</sup> June 2025 as a true and accurate record of that meeting.
- b. To approve the minutes of the extraordinary meeting of Village Services Committee held 17<sup>th</sup> June 2025 as a true and accurate record of that meeting  
**It was resolved** to approve the minutes of the extraordinary meeting of Village Services Committee held 17<sup>th</sup> June 2025 as a true and accurate record of that meeting

**016/VS/2526. Issues raised**

- a. To receive information and updates and consider further actions on outstanding issues as listed on the spreadsheet  
The spreadsheet was reviewed and all actions agreed.
- b. To consider additional items raised by residents since the last meeting and the way forward  
None

#### **017/VS/2526. Caretaker**

- a. To receive an update on the work of the caretaker and consider any proposals for jobs to be allocated to the caretaker  
An update on the work of the caretaker was received. The ginnel from Appletree Lane to Halt Park is overgrown again and this will be done as he goes round the ginnels again.

#### **018/VS/2526. Special projects**

- a. To consider the proposed locations for bee hives in the village and agree any actions  
Ongoing
- b. To consider and approve the proposal to plant wildflower seeds to the perimeter of the War Memorial gardens  
It was resolved to approve planting wildflower seeds to the perimeter of the War Memorial gardens
- c. To consider and approve relocating the War Memorial information lectern  
It was resolved to approve relocating the War Memorial information lectern subject to approval from LCC Parks Department.  
It was resolved to approve the cost for £20 for cement if required.

#### **019/VS/2526. 2026 Calendar**

- a. To approve a front page for the calendar  
It was resolved to approve the front page of the calendar and to approve a thank you to contributors on the back cover.
- b. To review the sample calendar and approve it for printing  
It was resolved to approve the format for the calendar pictures for printing
- c. To consider and approve the quantity of calendars to order  
It was resolved to approve ordering 150 calendars
- d. To consider and approve the selling price for the calendars  
It was resolved to approve selling the calendars for £3.50
- e. To consider and approve where to sell the calendar  
It was resolved to sell the calendar in the same outlets as last year.
- f. To consider and approve who will distribute the calendars  
It was resolved to approve Councillor D. Martin to distribute the calendars.

#### **020/VS/2525. High Street Flags**

- a. To approve purchasing 16 replacement Pride flags  
It was reported that 17 replacement flags are now needed.  
It was resolved to approve purchasing 17 replacements pride flags at a cost of £102
- b. To consider and approve who will put up flags in August.  
It was resolved to approve borrowing the ladders from Kippax Aerials and for Councillor M. Oldfield to put them up and Councillor M. Eyre to hold the ladder, subject to confirmation of insurance cover.  
It was resolved to approve an alternative contractor putting them up if the insurance will not provide cover.

#### **021/VS/2526. Local Roads Maintenance Programme consultation**

- a. To review the Local Roads Planned Highway Maintenance Programme 2026/27 to 2030/31+ and approve any comments  
It was resolved to approve requesting that the resurfacing of Sandgate Drive is made a priority and brought forward in the programme, subject to Councillor M. Eyre checking the state of the roads.

**022/VS/2526. Communications**

- a. To review the schedule of information on planned activities and approve information to be shared across Facebook, Instagram and the KPC website  
**No further information to be added to the schedule**

**023/VS/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 the date for the next meeting of Village Services Committee as Tuesday 12<sup>th</sup> August 2025 at 6:30pm.  
**It was resolved to confirm the date for the next meeting of Village Services Committee as Tuesday 12<sup>th</sup> August 2025 at 6:30pm.**

Signed: *D Martin*

Date: 12<sup>th</sup> August 2025