

## Otley Parish Church.

### Minutes of Parochial Church Council Meeting held on Monday 10<sup>th</sup> February 2025

Aaron opened the meeting with prayer.

**Present:** Allan Boddy, Barry Milner, Ken Dale, Eric Cairns, Tom Raper, Norman Barr, Glynis Milner, Rosemary Ellen, Tony Pike, John Simkins, Reverend Aaron Kennedy, Reverend Stewart Hartley

**In Attendance:** Jenny Liston (up to item 3)

1. **Apologies:** Martin Hird; Jackie Hird; Maggie Lolashvili
2. **Declaration of interests:** This will now be an agenda item for all future meetings. Aaron advised the meeting that his sister is employed by Missional Generation.  
Tony outlined that there were different levels of dealing with a trustee interest: the member could abstain from any vote on a conflicted topic; they could withdraw from any discussion; they could absent themselves from the meeting, as deemed appropriate.
3. **Safeguarding:**
  - 3.1 Jenny has contacted 'Restored' and confirmed that they only work with female abuse victims. Any male victims of abuse would be directed to another suitable organization. Jenny is continuing with discussions.
  - 3.2 Jenny had circulated a revised version of the proposed questionnaire. This was generally accepted with a few minor alterations from Aaron. Jenny to action.
4. **Minutes of January 6<sup>th</sup> meeting** – Approval proposed by Tom Raper, seconded by Tony Pike, passed unanimously.
5. **Matters arising**
  - 5.1 New website: Ken & Kevin are planning for launch on 3<sup>rd</sup> March. There will be an article in 'In Touch'. The new site will be more useful for church members and more attractive for those accessing the site from outside the church community.
  - 5.2 New logo – Ken will progress with Des O'Hara
6. **Events**
  - 6.1 The PCC Away Day was a good time together with the sense of the presence of the Lord. Eric suggested that some form of 'team building' exercise would be useful, he will develop something for next time.
  - 6.2 Christmas Tree Festival – Dates for 2025 agreed as 8 and 9<sup>th</sup> December for set up; festival to run from 10<sup>th</sup> to 13<sup>th</sup> December; Carol Service on 14<sup>th</sup> December; take down 15<sup>th</sup> December.
  - 6.3 Future events: Domino Drive on Shrove Tuesday for Local to Global. Tom reported that there are numerous other events in the pipeline.

## 7. **Finance**

- 7.1. 2025 – Income of ~£13,000 in January; expenditure ~£16,500 in line with budget, expected high utility charges in winter. £500 has been received for the Roof Fund.
- 7.2 Tony had circulated a draft of the 2024 annual accounts which are with the Independent Examiner. Members were asked to contact Tony with any comments on the narrative before end of February.
- 7.3 Allan recorded the Standing Committee meeting decision of January 12<sup>th</sup> to proceed with the remedial work to the Chestnuts roof.

## 8. **Carbon Net Zero Group**

### 8.1.1. Phasing the project

Still under discussion but could be seen as

- a) Re-slating of the roof incorporating insulation and replace ceilings.
- b) PV panels and air sourced heating.

### 8.1.2. Funding Strategy

Some of the CNZ Team had a Teams Meeting with Canon John Patrick and Anne Irving from IPC Consultants, a small fundraising company recommended by Carl Andrews. This company have experience in National Lottery Heritage Fund applications. Their view is that the Feasibility Report be used as the platform for preparing the initial 'Expression of Interest' application and that the planning application to LCC should not be started. This did not concur with Carl's recommendations already circulated. Following a conversation Carl has now had with Anne Irving, Carl now agrees with her advice.

There would be the need to obtain quotes from two or three fund raising companies. IPC Consultants proposal for doing both the EOI and full application to the NHLF would be £10,500 + VAT. If we were unsuccessful at the EOI stage the fee would be £2,500 + VAT.

Both the CNZ Group and IPC Consulting agree it would be good to initiate fundraising from the congregation as an indication of ownership of the project.

### 8.1.3. CNZ Group Presentation to the Congregation

This will take place on 16th February towards the end of the service with the children present. In conjunction with illustrative photos some children would be involved, and Norman would speak briefly.

A fuller presentation is being prepared by Ken to be sent out by email on 17<sup>th</sup> February to those who receive the Newsletter with some printed copies available the following Sunday.

### 8.1.4. The Energy Audit

- a) Estimates for a better heating control system are still awaited.

- b) The heating of the church is being monitored.
- c) Repairs to the clerestory window are still outstanding.

#### 8.1.5. Statements of Significance and Need

Feedback is still awaited from the Diocese as well as on the Feasibility Report.

#### 8.1.6. Faculty Application and LCC Planning Application

Details of Carl Andrew's fee proposal had been circulated - the fees would be 7% of the budget estimate of £537,000 which would be £37,590 + VAT. This would be in three stages. No decision was needed at present. Please note comments about planning in 8.1.2 above.

#### 8.1.7. Heritage Matters

At the last CNZ meeting Allan Boddy had done an interesting talk on how the church building tells the story of Otley.

In our application to the NHLF we will have to set out our commitment to telling the story of the heritage of the building.

This will involve and include:

- a) Well produced literature for different age groups.
- b) Regular lectures.
- c) Times for organised tours.
- d) Involvement with the local schools for class or group visits.
- e) A team of welcomers to engage with casual visitors.

Norman indicated that this would require another team outside of the CNZ group and Allan said he would be interested in heading that up.

8.2 Step up onto Burras Lane: decided that applying paint to improve visibility might increase the risk of slipping on paint surface.

8.3 **Other property matters:** The recent storms had damaged a branch on the willow which in turn had damaged a light in the churchyard. Tree World had carried out emergency work to make safe. They have reported that the tree requires further work to prevent future damage. The work on the bell tower is progressing.

## **9. Youth and Children's Ministry**

9.1 The proposal for Year 6 intervention has been refreshed – schools to be approached after Easter.

## **10. Reports and correspondence received:**

10.1 Norman's report on Community Network Lunch on January 29<sup>th</sup> had been circulated.

10.2 'How OPC Works – Prayer' paper had been circulated. Well received, Prayer Team will take this forward.

10.3 Two items from the Diocese had been circulated to PCC members:

A letter from Jonathan Wood encouraging the use of Fairtrade products across the Diocese where possible. This is in response to a Diocesan Synod resolution in October 2024.

A flier for 'The Legacy of Dietrich Bonhoeffer 80 Years On' - 9<sup>th</sup> April 2025 at Emmanuel Centre, Woodhouse Lane.

## **11, Community / Churches Together in Otley**

There was a meeting of the Otley Prayer Network on January 16<sup>th</sup>, Notes will be circulated with these minutes.

## **12. Any Other Business**

12.1 Finding a second Churchwarden – nothing to report

12.2 Format of one monthly service – various possible formats were discussed, to be considered at a further meeting.

12.3 Katie Mayers has proposed to restart Messy Church. Eric asked to give her our full support.

## **13 Prayers at next meeting: John**

## **14 Date of next meeting: March 24<sup>th</sup> 2025**

**Aaron closed the meeting with prayer.**