

# OTLEY PARISH CHURCH

## Minutes of PCC Meeting Monday 10th May 2021 held on Zoom

### Prayers Rev Graham Buttanshaw

**1 Present:** Graham Buttanshaw, Norman Barr, Allan Boddy, Ken Dale, Rosemary Ellen, Jackie Hird, Martin Hird, Kevin Keefe, Jenny Liston, Maggie Lolashvili, Barry Milner, Glynis Milner, John Simkins and Zoe Smith

**Apologies:** none

### 2 Minutes of PCC Meeting 8th March

Acceptance of the minutes was proposed by BM, seconded by KK and unanimously agreed.

2.1 Minutes of APCM. These had been circulated and the PCC were agreed that they could be put on the website. They will be formally accepted at the next APCM.

### 3 Matters Arising - Covid 19 Ministry, Mission and Communication

As restrictions are gradually lifted we discussed what will begin and which services can start up. It is not yet clear as to what social distancing will be required and whether singing can recommence. GB suggested having an 8.30am communion on Sunday in addition to the Tuesday one which has a regular attendance. The morning service at 10.30 will be a communion service once a month. This service will continue to be streamed. GB said that he hoped more people would be involved with the service with shorter talks from varied people. ACTIVATE can start when those involved feel ready. NB thanked Graham for the variety of services we have had and also suggested maybe bringing back interviews with different church members. If social distancing is reduced to 1M there can be more chairs. JS asked when it would be possible to have material left out in church. BM said there was no clear scientific advice as to how long the virus lasted on surfaces, maybe longer on synthetics. He will continue to clean the chairs. KK reported that numbers are dropping on Zoom meetings after church but he will continue them for the time being.

Events – Decisions will be made by the groups involved and policies made clear. Names in charge of groups will be completed. Members of the PCC could meet up with leaders to see what their vision is and also to let them know that we support them. Rascals are thinking about starting up again. ML suggested that cafe is a good evangelical opportunity. GB said that by mid June it would be good to gather all volunteers to look at our mission statement, what we have learnt and what is God saying to us.

### 4 Appointment of:

4.1 Treasurer- Norman Barr, Proposer John Simkins, Seconder Martin Hird

P.C.C. Secretary – Rosemary Ellen, Proposer Norman Barr, Seconder Glynis Milner

Lay Chairman – Allan Boddy, Proposer Kevin Keefe, Seconder Jackie Hird

Standing Committee – Rev GB, AB, NB, RE, BM, KK. Martin Hird was proposed by MH, seconded by ZS. Martin Hird was also elected.

4.2 Fit and Proper Person declaration – these are completed.

4.3 Trusteeship Information – all have previously received this information.

## **5 Safeguarding**

AB thanked JL for all her work. JL had circulated the Recruitment of Ex offenders policy and code of practice. She explained that it is important that matters are fairly dealt with and data is secure. Should there be a matter of concern it should be reported to JL who will take it to the Diocese. She also suggested that all activities be looked at and that appropriate checks are in place for those involved. It is important that we develop a culture of safeguarding within the church. JS expressed concern as to whether Margaret Turner is confident to continue as disability representative and if she could be approached about it. The issue of lone working in church was raised and GB suggested having a short meeting with those involved on Zoom as to how best to take precautions whilst alone. JH said we need to look at how we can be more inclusive as a church and how to move forward with safeguarding to enhance well being.

The recruitment of Ex offenders policy was accepted following a proposal by KD, seconded by KK and unanimously agreed. It will be duly signed.

## **6 Health and Safety Policy Review**

The Health and Safety policy has been reviewed but no change is needed so the policy will be re-dated. This was proposed by KK, seconded by AB and unanimously agreed.

## **7 Finance**

NB had circulated his report with explanations prior to the meeting. AB thanked him for all his continuing hard work. NB said that Otley Resources Christian Hub had thanked us for our support and asked for ways they could help us. They have been an invaluable help with material for All Saints and Westgate schools. He also reported on the sale of the Salvation Army Hall. The standing committee had met on March 17<sup>th</sup> and had agreed an offer of £135,000 be made following advice from Justin Robinson. A letter explaining our aims for the building was included. A higher offer was accepted but should that offer fail the agent will be back in touch.

## **8 Properties Report**

KD reported that the 'List of 20' was progressing well with 6 completed, 4 in hand and a couple to be left and monitored for the time being. Some of the big items have been tackled, he thanked BM and KK for their help. Houldsworths have cleared gullies to alleviate the flooding problem at the south entrance.

## **9 Heritage Area**

AB reported that all the stones were now fixed. The roller blind is completed and the information boards are nearly done. The Saxon Cross will be at the centre point of the Heritage weekend. Westgate school is 100 years old this year and they are keen to be part of the event.

## **10 Other reports**

**10.1** Foundation Governors of All Saints School – AB reported that the governors had met last week to sort out the school budget. Supply costs are heavy but for 20-21 there is a substantial surplus to carry forward to 21-22 so it is predicted they will be in surplus for the next 3 years. School trips can now go ahead. The parents' survey had been very positive, 95% valued church and hope school church services can soon restart. Major issues for the school in the future centre round Gavin Williamson's announcement that once again the government would like all schools to become academies within a multi-academy trust and the continued uncertainties of the East of Otley development.

10.2 Communication Group – no report

10.3 Local to Global – no report

10.4 Sustainability no report

10.5 Pastoral Group – no report

10.6 Prayer Team - The prayer team along with OPN are sending out material for 'Thy Kingdom Come' and there will also be an online prayer meeting which will be locally oriented rather than on a website.

## **11 Future Events**

This was covered in item 3

## **12 Correspondence**

none

## **13 Any Other Business**

**Diocesan Survey** – this had been circulated prior to the meeting. Some of the questions were discussed but it was felt that it was not a good time for it following a year coping with Covid when most activities were cancelled. BM said that the Diocese was now more helpful than dictatorial. MH said that the online opportunities provided by the Diocese were very helpful. The survey has now been passed to the Wardens' meeting.

MH's application to become a Licensed Lay Reader was discussed. It was accepted and also that the registration fee of £50 is paid, proposed by KK, seconded by NB and unanimously agreed.

Prayers at next meeting JH

## **14 Date of next meeting**

June 7<sup>th</sup>

Closing prayers KD