

OTLEY PARISH CHURCH

Minutes of PCC Meeting Monday 6th September 2021 held on Zoom

Prayers Barry Milner

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

Apologies: Maggie Lolashvili and Glynis Milner

2 Minutes of PCC Meeting 10th July

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

3 Matters Arising

KK reported that there is a potential candidate for the post of church administrator. The offer is to be formally written and the necessary checks will be completed. It was proposed by JH, seconded by KD and unanimously agreed that the wardens can go ahead with the appointment.

4 Safeguarding

JL had circulated a document prior to the meeting regarding domestic violence. There is a safeguarding file in church which includes the policy on domestic violence. There was a discussion about the actual wording of the Church of England policy, JL will discuss this with the Diocesan safeguarding officer. It was felt that it is important to value, respect and listen to everyone involved in any such case. People need to feel cared about and know that they can be helped. Posters will be displayed in the toilets with helpful phone numbers.

5 Covid 19 - Ministry, Mission and Communication

There was a discussion as to what restrictions are to continue and what activities can start up. Refreshments after the service have started with the drinks being taken to people in church rather than in the parish room. Sunday Club will start next week. It was felt that Messy Church should be left until October to see whether infection rates rise after schools start again.

Otley is holding a Festival of Kindness on the weekend of September 24th to September 26th. ZS would be happy to be involved with work with young people.

JH suggested having an event in October to look at all the activities the church does and encourage people to get involved in them. It would also be a chance for members of the congregation to get to meet each other again and to get to know people new to the church. A representative from each activity could be there to generate interest and encourage others to join in. JH is to take this forward.

Retirement of G Buttanshaw - NB expressed his respect for the way in which GB and JB notified all church members at the same time. He also said that good communication from the PCC was important so that everyone is aware of how the interregnum works. The PCC has to

write a profile of the parish as part of the process of appointing a new vicar. BM will write a summary of the parish profile and circulate it to the PCC. GB has to complete an end of service agreement. There will be a PCC meeting towards the end of September to discuss the process.

Friday and Saturday cafes – It was felt that at the moment they could not safely be held due to space.

6 Finance

6.1 Monthly accounts - NB had circulated these prior to the meeting. He said that income is holding up and that expenditure is down due to not paying an administrator. He suggested that the remainder of Betty Tempest's legacy be divided between Kisiizi and a charity for Aghanistan and one for Haiti. £3,000 to Kisiizi and the remainder split equally between the other two. KD proposed that this suggestion be accepted, seconded by BM and unanimously agreed.

6.2 Treasurership Transition update - AB thanked TP for circulating the handover plan. TP explained that he is working on the finance reporting format for PCC meetings using the new accounting system, it is very similar to the one from NB.

6.3 Bank mandates - NB proposed that TP become a signatory on the Barclay's, Yorkshire bank and Epworth deposit account. Stephen Turner would no longer be a signatory on the bank accounts and GB would cease to be a signatory on the Deposit account. This was seconded by MH and unanimously agreed.

6.4 Insurance review - NB said that there has been a modest increase in the premium and asked if the PCC wished to renew. MH proposed that we accept the renewal, seconded by KK and unanimously agreed.

MH has been accepted as a lay reader in training GB requested that MH be supported with a book grant of £100 and then £60 annually during his training.

GB reported that David Wilkinson, a trustee of OYCC, had asked whether OPC would still consider buying a building if a suitable one was for sale. It would be leased to OYCC. After discussion it was felt that we could not rule anything in or anything out at this point.

7 Properties Report

7.1 Health and Safety – BM said that the Quinquennial report had been received from the architect. It uses 5 categories of urgency as to work which needs completing. BM agreed to send this out to members of the PCC.

8.2 List of 20. KD reported that lights have now been installed on the outside of the south porch and inside the porch lights activated by motion sensors. The notice boards have been completed and will be delivered to KK's home. AB thanked KD and KK for their work.

8 Heritage Area

AB reported that the Heritage Open Day will be from 10 – 4.30 on Saturday 11th. At 11am AB will give a talk on the pre-conquest stone fragments and at 2pm Margaret Parkin will give a talk

on the Chancel. The bell ringers will have a display in church and the Navvies memorial will be open. There are plaques to go in the display stands.

9 Otley Youth and Community Centre

This was discussed under finance.

.10 Other reports

10.1 Foundation Governors of All Saints School – AB reported a training day had been held, the first was on how to develop kindness in children and the second part was on spirituality. He said that there was a degree of concern over the lift of restrictions. 'Open the Book' can now begin again at Westgate and All Saints schools.

10.2 Communications Group – no report

10.3 Local to Global Group – no report

10.4 Sustainability Group – no report

10.5 Pastoral Team -

10.6 Prayer Team JS asked if the new furniture for the prayer corner could go ahead. This is to be added to the 'List of 20'

11 Future Events

Beer Festival 2021 Change of officials – Nic Shipp replaces Jeff Uttley as Chair, Ian Bearpark becomes Deputy Chair (a new role) and Sarah Shipp remains Treasurer.

Cheque signatories – there are 3 signatories, Jeff Uttley, Norman Barr and Sarah Shipp. 2 signatories are necessary for a cheque to be valid. On advice it was felt that husband and wife should not both be signatories to the account.

The Committee is increasingly made up of people not from church. It has been decided that it is not advisable to run a big open event this year. Instead various pubs will have a barrel and money raised will be split between Alzheimers UK and N.S.P.C.C. GB wondered whether it was now time to sever connections with the Beer Festival. It was originally called Otley Parish Church Beer Festival and has now just become the Beer Festival. KK felt that this could be left until January 2022.

12 Any Other Business

13 Date of next meeting

October 18th

Prayers at next meeting BM

Closing prayers BM