

# OTLEY PARISH CHURCH

## Minutes of PCC Meeting Monday 22<sup>nd</sup> November 2021

**Prayers** John Simkins

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

**Apologies:** none

### **2 Minutes of PCC Meeting 18<sup>th</sup> October**

Acceptance of the minutes was proposed by JS, seconded by ZS and unanimously agreed.

### **3 Matters Arising**

Correction to 7.2 from October Minutes – PAT testing is partly done.

ZS is willing to be a representative from church for the Otley Youth and Community centre. A trustee is still needed.

As the Christmas Tree Festival is not being held Westgate School has yet to decide whether to hold their concert in church.

### **4 Safeguarding**

JL explained that posters concerning domestic abuse have now been displayed in the toilets. There is also information advertising a Safe Space (regarding historical abuse within the church) where people with concerns can speak to someone. JL said that the training regarding volunteers is satisfactory, she will also have a chat with them rather than a formal interview. The wording of the domestic violence is in the process of change. Some DBS checks will need updating but JL can access these online, with the holder's permission. AB thanked JL for her input.

### **5 Covid 19 - Ministry, Mission and Communication**

#### **Final Service of Rev. G Buttanshaw and luncheon**

AB asked for peoples reflections on the luncheon and service. The consensus was that it was fabulous in both parts and there were amazing numbers. The conversion of the church to a restaurant and the catering organisation had been superb. JH said that large numbers had attended the invitation event which had been held on the Friday evening, a wonderful reflection of GB's impact in the town. AB reported that All Saints School had thoroughly enjoyed the last 'Open the Book' done by Graham and Janet.

A long discussion regarding the Christingle services ensued concerning how best to hold them safely with regard to increasing covid numbers in schools and numbers which could be safely

accommodated in church. At GB's final service there were 230 people. There was a vote on what numbers would be allowed at both services. For 200 8 votes, for 150 3 votes and 1 abstention. Consequently it was accepted that up to 200 people, would be suitable. It would also be ticket only, purchased beforehand on 'Eventbrite' or through the church office with a maximum of 8 tickets per family as the Christingle service is a multi-generational event. Tickets would have to be printed out to prevent having to check on people's phones when they arrive. GM said that Simon and Becky's greengrocers in Otley have offered to donate the 500 oranges which are needed, very grateful thanks to them.

The issue of pastoral care will be discussed at the next meeting as this has mainly been dealt with by GB.

Friday and Saturday cafes were discussed as to whether they are an outreach opportunity or are just fundraising. The organisers are to be contacted and asked as to whether they will have enough volunteers to cover and in what format they would be run. This will be brought to the next meeting.

## **6 Finance**

6.1 Monthly accounts - TP had circulated these prior to the meeting. He said if anyone has queries with the new format to contact him by email for explanations. AB thanked TP for the work he has done in producing a new format for the accounts.

6.2 Online banking - information regarding this had been circulated prior to the meeting. There are currently 3 people who have PIN sentry units for their computers, a fourth person is needed. The meeting ratified the process for online payments.

6.3 Diocesan Share – TP had received information from the Diocese that there is an increase of 1.15% in 2022.

6.4 F.A.T.S.O. closure – NB had circulated a proposed letter which would be sent to participants explaining reasons for closure and stating that they would be reimbursed for monies paid since February 2020 as the draw had not been held. It was proposed by KD, seconded by MH and unanimously agreed that NB send out an email/letter on behalf of the PCC explaining this.

## **7 Properties Report**

7.1 Health and Safety – BM said that there have now been 4 falls on the church path. This is to be investigated with the architect as regards finding a permanent solution. This could prove very expensive but it was deemed important that the matter be dealt with.

7.2 List of 20. KK had circulated an updated list prior to the meeting. He said that the notice boards should be in place this month. BM said that the recommendations from the quinquennial report need addressing before the new incumbent is appointed. This can be done as we have the resources though there are problems getting people to do the work. JL asked that the outstanding work on the bell tower be added to the list.

## **8 Section 11 Requirements as to meeting of parochial church council**

(a) preparing a statement describing the conditions, needs and traditions of the parish;

ZS had circulated the draft questionnaire to the smaller group prior to the meeting. This will now be sent out to members of the congregation and those who receive 'In Touch' for them to complete online. There will also be paper copies in church for this coming weekend. JH will mention it at Sunday's service.

(b) appointing 2 members of the council to act as representatives of the council in connection with the selection of an incumbent;

It was proposed by NB, seconded by MH that KK and ZS are appointed as representatives, unanimously agreed.

## **9 Dates of next meetings – note changes**

January 10<sup>th</sup>

February 7<sup>th</sup> only regarding parish profile

March 14<sup>th</sup>

April 24<sup>th</sup> APCM

May 9<sup>th</sup>

June 6<sup>th</sup>

July 11<sup>th</sup>

September 5<sup>th</sup>

October 17<sup>th</sup>

November 21<sup>st</sup>

Prayers at next meeting ML

## **11 Diocesan Synod**

Jill McKee said that she would really like another person to join her at these meetings as she does not drive and some places are difficult to get to on public transport. There are about 4 meetings a year. NB volunteered to do this. It was proposed by MH, seconded by BM and unanimously agreed that NB be a representative on the Deanery Synod.

Closing prayers JS