

# OTLEY PARISH CHURCH

## Minutes of PCC Meeting Monday 21<sup>st</sup> November 2022

### Prayers BM

**1 Present:** Allan Boddy, Norman Barr, Ken Dale, Rosemary Ellen, Jackie Hird, Martin Hird, Kevin Keefe, Rev. Aaron Kennedy, Jenny Liston, Maggie Lolashvili, Barry Milner, Glynis Milner, Tony Pike and Zoe Smith

**Apologies:** John Simkins

There were no declarations of interest with any matters on the agenda.

### 2 Minutes of PCC Meeting 17<sup>th</sup> October

### 3 Matters Arising

AB asked about the purchase of a large screen, KD replied that this is temporarily on hold due to lack of stock. AB asked TP about insurance against cyber fraud. TP said that this would be at an additional cost of at least £224p.a. which would cover hardware, data breach fraud but it came with many caveats as to who uses the equipment and where current procedures for securing and backing up data and whether their emails were shared with a family member who was not on the PCC. This is to be followed up in the new year, initially with Sarah McCormack being asked to assess the current equipment and usage, The issue of a credit card for AK was discussed, TP explained that Barclays had rejected our application for unspecified reasons. TP has appealed against their decision.

AB asked for an update on the possibility of appointing a curate. AK explained that after discussion with the Diocesan Director of Ordinance that this was not going ahead.

The Minutes were accepted following a proposal by BM, seconded by TP and unanimously agreed.

### 4 Safeguarding

JL has spoken to leaders of various groups and clarified as to what they are responsible for, she will meet with them once a year. The forms are signed by JL,AB on behalf of the PCC and also the incumbent. on behalf . JL is checking her dashboard as to which safeguarding issues need reviewing by the PCC. She said that most members of the PCC had completed the domestic abuse training. Some groups advertised in the magazine are not directly connected with church. It was agreed that this should be looked at so there could be a distinction between groups which are directly connected with church and those which are not. The bell ringers are all DBS checked and a risk assessment has been completed.

### 5 Ministry, Mission and Communication

Advent and Christmas - the Christmas Tree Festival will be run this year organised by church. The Christmas Tree carol service is on 11<sup>th</sup> December. Sunday 18<sup>th</sup> December a Nativity and 6pm service of lessons and carols will be held. Christmas Eve there will be 2 Christingle services, at 12 noon and 4pm. At 11.30pm there is Midnight Communion. On Christmas Day at 8am there is a short communion and at 10.30am an All Age service with communion.

External bookings - there was a discussion about how these could be managed and which events are suitable. There needs to be a clear understanding of our expectations for users of church. Costs also need to be reviewed in order to cover heating costs. A small group of AK, ML, MH plus a church warden will meet to sort out a policy for use of church for external bookings. KD said that at reordering the hope was to invite the town in for events.

## **6 Finance**

6.1 Financial report November 2022. This had been circulated prior to the meeting. Total income in the period for general use was £118,344 including income from the Music Festival and a legacy. Some income is now being received from other activities resuming post Covid. Total income is slightly over budget due to donations which were not anticipated. Even with the underestimation of the gas bill and payments for repairs regular spending remains below budget. The proposed budget for 2022 anticipated a monthly deficit of c£700 so the first half of the year is better than budgeted. The large rise in energy costs will change this.

6.2 Annual renewal of insurance policies for the Church and the Chestnuts. The new contracts have been agreed on a 1 year contract. Gas is with Crown Gas and Power, their contract provides full carbon offset so is carbon neutral. Electricity is with PoZitive Energy and is from 100% renewable sources. The Diocese has sent an offer of £1,250 towards increased energy costs from a Church of England grant but it had been agreed that we should not take it given our ability to pay our higher costs at present. The Diocese was informed and thanks have been received for this.

6.3 Parish Share (paper already circulated) This has increased by 8% and is now £93,958.

6.4 Budget for 2023 (paper circulated) The total expenditure budget is £181,000. It seems likely that there will be a larger deficit of £40,000 in the General Fund in 2023. The largest and most significant cost previously was the Share but now energy costs are also very significant. OPC has substantial reserves so running a deficit budget is not a problem for a couple of years. TP recommended that we adopt this level of potential deficit for next year. Hopefully we can encourage additional giving and other income sources.

TP reported that OCRH had agreed to an increase of £400 to £2,500 in their contribution for use of the Chestnuts.

TP proposed an increase of discretionary fees for weddings and funerals – organist £85, Verger £58 and £100 for heating, also an increase to visiting organists for service to £61.50. The fee for heating for funerals would be further reviewed when we have a better understanding for increase cost as a result of the higher gas prices.

The budget was accepted following a proposal by KD, seconded by KK and unanimously agreed.

## **7 Properties**

It was decided that reducing the temperature to a minimum of 7 degrees was too low as it then takes too long to heat up. The minimum will now be 10 degrees and the effect assessed. After discussion it was agreed that external lighting would be kept on. In very rainy weather

there are still leaks on the roof so BM proposed that the architect be asked to launch an investigation into replacing the church roof and installing some solar panels, seconded by NB and unanimously agreed.

## **8 Heritage Area**

AB reported that David Whitty had been in touch but due to personal problems had not been able to make a visit. The lighting has been turned off in both display cases until David Whitty is able to come.

## **9 Youth work**

ZS reported that Sunday Club is getting busier and busier, particularly at baptisms with visiting children. As parents are required to fill in a form with contact details it would provide a mailing list for inviting children to suitable events. There is a meeting on Monday concerning Youth work, Zoe asked for prayers for the meeting. AB thanked Zoe for all her work with Sunday Club.

## **10 Other reports**

10.1 Foundation Governors of All Saints School - AB reported that the school's budget will show a deficit due to pay increases. The school may become part of an academy trust as this is encouraged by the diocese which is anxious to ensure that all its church schools can find a church multi-academy trust to join if they are required to do so. The school Christmas Fair is December 3rd, Jean Boddy and Rosemary Ellen are helping with the cafe and AB asked for another helper and ZS kindly volunteered.

10.3 Local to Global – Stewart Hartley is decorating a Christmas tree at the festival to raise funds for L to G.

### **10.4 Otley Community**

There is a Community Networking Lunch on Thursday 24<sup>th</sup> November at Otley Social Club .NB is representing OPC. JS will also attend, representing OCT. On Saturday 13<sup>th</sup> May there is a Safari Supper linked with Christian Aid week. It was suggested OPC host the sweet course and a social finish. JH will ask Beryl Hey and Jo Briscoe if they would be prepared to encourage bakers, helpers etc for the event.

## **11 Future events**

Christmas Tree Festival

## **12 Any Other Business**

## **13 Date of next meeting**

January 16<sup>th</sup>

Prayers at next meeting GM

BM closed the meeting with prayers