

Otley Parish Church.

Minutes of Parochial Church Council Meeting held on Monday 21st July 2025

The meeting was preceded by prayers from Glynis

Present: Allan Boddy, Barry Milner, Glynis Milner, Eric Cairns, Rosemary Ellen, Tom Raper, Kevin Keefe, Rev Aaron Kennedy, Jonathan Joslin, Maggie Lolashvili, John Simkins.

In Attendance: Jenny Liston (up to item 3); Dave Auty for CNZ section.

- 1. Apologies:** Tony Pike, Jackie Hird, Martin Hird, Ken Dale
- 2. Declaration of interests** – none
- 3. Safeguarding.**
 - 3.1** Jenny is assessing the extent of lone working in the Parish and will consult with the Pastoral Group. We have an existing Lone Working policy which we will review and readopt.
 - 3.2** Social media posts of volunteers – deferred to September meeting
 - 3.3** There is greater awareness in the congregation about safeguarding, Aaron is keen to build a culture of safeguarding in the Parish.
- 4.** Minutes of the meeting held on June 23rd 2025. Approval of the minutes was proposed by Maggie Lolashvili, seconded by Norman Barr, passed unanimously.
- 5. Matters arising not on the agenda:**
 - 5.1 New Logo** - Next Communications meeting is scheduled for Thursday, will report back to next PCC Meeting.
 - 5.2 Lay Pastoral Minister Working Agreement.** After minor adjustments to explain the position of this post in the Pastoral hierarchy and to clarify the procedure for paying any expenses incurred and GDPR procedures (see Tony's e mail) the Agreement was approved, proposed by Eric Cairns, seconded by Glynis Milner.
 - 5.3 Prayer Group** – see John's notes on recent prayer initiatives. Next meeting on Monday.
 - 5.4 Scrapyard** – Kevin continues to monitor the issues. There was an incident on the site on Sunday evening which required attendance by the Fire Brigade and the electricity supply contractors. This resulted in a localised power cut later in the evening.
- 6. Events**
 - 6.1 Otley Sings** – This was well attended and a great success, raising substantial funds for the Prostate Cancer charity Likely to become an annual event.
 - 6.2 Reviewing event applications:** Allan proposed that the Standing Committee should hold a monthly Zoom meeting to consider any applications to hold events in the church buildings.
 - 6.3 Planned Events for 2025/26**

6.3.1 Enquiry for a private birthday celebration Ceilidh in church – decided to not approve.

6.3.2 Sarah has published a list of currently booked events. Allan will review with Sarah and include other regular school and church events.

6.3.3 Installation of Blue Plaque for Elizabeth Garnett scheduled for 10th October.

7. Finances

7.1 Finance Update – see Tony’s report for full details. Total income from January to June for general use was £86,339, compared to spending of £95,802, a large deficit of about £9,500 but about £4,000 less than expected in the budget.

7.2

8. Properties

8.1 Carbon Net Zero

8.1.1 The Roof Fund – fundraising. Trevor has contacted the PCC to ask our attitude towards external sponsorship of the proposed Autumn Fair on 27th September. It was agreed that in principle there was no objection provided that the proposed sponsor met with Christian ethical standards.

8.1.2 Name for the project. The CNZ team had discussed various possible names for the project and proposed-

“Heritage, Community and Climate.

A Sustainable Future for Otley Parish Church"

Eric proposed that we accepted this name, seconded by Maggie, passed unanimously.

8.1.3 Revised Budget – IPC have produced a revised budget with a headline total of £1.3M. Dave Auty joined the meeting at this stage and was able to give commentary on the line-by-line breakdown that had led to this revised total. He explained that the National Heritage Lottery Fund expected the budget to include every provision required to complete the work. In view of that the consultants had included items such as possible extra surveys being required; possible 3D drone survey; Professional Fees; Project Management & R2 Application; Activity & Business Plan Development.

They had also included a 10% contingency and an inflation figure of 7%.

The business plan would be written by the consultants, but the church would need to buy into it and deliver it. NLHF would have a retention that would not be released until we could evidence compliance.

It was felt that we could include further improvements that would lead to a more attractive and useful building.

Tom agreed to circulate a ‘wish list’ of smaller projects that could be considered for inclusion in the overall project.

One item with no costs included was staffing, possibly for future Heritage events and this needs to be considered by the PCC.

The CNZ group are meeting again in August.

Aaron thanked the group for all the work put into the project.

We then had a time of prayer to lay these considerations before the Lord.

8.1.4 Any other CNZ matters – Norman reported that he and Trish had met with the council to discuss a possible ‘Heritage Walk’ around the town, ending in the Parish Church.

8.2 Summer working parties – Tom is arranging a working party to deal with the clerestory windows and a high level clean of the nave. Jackie is arranging separate working parties to reorganise the vestries.

8.3 Environmental sustainability report – deferred to September

9. Youth and Children’s Ministry

9.1 Year 6 Intervention – The Silent Disco had been well attended and had gone very well. Reverend Rachel Wilson and Maria are looking to start a lunch club at All Saints.

9.2 Appointment of Foundation Governor for All Saints – Jennifer Angus has expressed a keen interest in joining the Governing Body. She already has links with the school through Open the Book. Aaron proposed, seconded by Kevin, that Jennifer’s name to put forward.

9.3 Social Media account – Several PCC members have no experience of social media and therefore found it difficult to comment on the practicalities. Those experienced with social media expressed concerns that any ‘posts’ on the site needed to be regularly monitored. Aaron felt that the measures proposed were sufficient and proposed that we went ahead with setting up the accounts and then reviewed the actual monitoring in October. This was seconded by Rosemary, passed by PCC.

10. Reports and Correspondence.

10.1 Deanery Synod – see Norman’s report on the June 12th meeting. The church will be receiving material from the Diocese asking for comments on the appointment of the next Bishop of Leeds.

11. Community / Churches Together

11.1 Churches Together – See John’s circulated minutes of the May meeting. The Otley Prayer Network has also met recently, notes awaited.

12. Any Other Business

12.1.1 Change of format to one service per month – deferred.

13. Prayers at next meeting – Norman

14. Date of next meeting – Monday September 8th 2025

Glynis closed the meeting with prayers.