

# Otley Parish Church.

## **Minutes of Parochial Church Council Meeting held on Monday 23rd February 2026**

The meeting was preceded by prayers from Glynis.

**Present:** Allan Boddy, Barry Milner, Glynis Milner, Martin Hird, Jackie Hird, Ken Dale, Norman Barr, Eric Cairns, Rosemary Ellen, Tom Raper, Kevin Keefe, Rev Aaron Kennedy, Jonathan Joslin, John Simkins, Tony Pike, Maggie Lolashvili

**In Attendance:** Jenny Liston for item 3.

1. **Apologies:** None
2. **Declaration of interests** – None
3. **Safeguarding.**

### **3.1 Lone Working Policy**

Barry had circulated a new draft of the policy prior to the meeting.

Members suggested a few minor changes to wording, spelling etc. The adoption of the policy was proposed by Martin, seconded by Aaron, passed unanimously.

### **3.2 Lockable cupboards for volunteers.**

These have arrived, awaiting installation.

### **3.3 Security cameras in church.**

Tom has submitted faculty application, DAC have replied with a request for more information – wiring diagrams, location of cameras. CCTV policy.

### **3.4 Domestic Abuse Training**

Jenny is proposing that we use the Diocese on line training material. This can be done individually and Jenny is also proposing to hold a group course, possibly in June, date to be confirmed.

### **3.5 Any other safeguarding matters:**

Jenny is continuing to circulate and analyse the questionnaires to all church groups. She will be attending the next Friday Youth Group.

### **4. Minutes of the meeting held on January 19<sup>th</sup> 2026.**

Approval proposed by Martin, seconded by Norman, passed unanimously.

### **5. Matters arising not on the agenda: See Appendix**

### **6.0 Annual Report**

Tony sent out a draft of the Annual Report prior to the meeting. Members were asked to send any comments, corrections or additions to Tony. Items on House groups and Messy Church suggested by Jackie.

The date of the Annual Meeting was agreed as **17<sup>th</sup> May 2026**

## **7.0 Events**

**7.1** Otley Baroque Concert on January 24<sup>th</sup> – went well, organisers plan to book again

**7.2 Messy Church** Successful, over 70 children attended, next Messy Church on Good Friday.

### **7.3 Forthcoming Events**

March 7<sup>th</sup> – Prayer Breakfast – John is coordinating with New Life Church. That evening, Leeds Guild of Singers concert – Allan is contact, he and Barry have met with the organisers and know their requirements.

March 14<sup>th</sup> – Otley Choral Society concert ‘Elijah’ – Tom is contact.

**7.4** Local to Global – feeling that we need to raise the profile, increase the visibility of the two charities we support. Meeting at John’s house on Friday.

## **8.0 Finance**

**8.1 Update** Tony gave a brief oral update for the year to date.

**8.2** We have a deficit of £1900 year to date.

February will include the cost of the recent drainage work.

The payments to Missional Generation will stop in March.

Graham Dunn has made a donation of £600 on behalf of Marjorie Dunn to be used for children’s work.

The Roof Fund has had outgoings of £5000 for professional fees, total collected £73,000; current balance £66,000

### **8.3 Dorothy Mainprize Legacy**

Tony proposed that this be allocated to Fabric as a separate designated fund.

This was seconded by Martin, passed unanimously.

## **9. Properties**

**9.1 Carbon Net Zero** – see Norman’s e mail and attachments of February 12<sup>th</sup> 2026

The latest plans received from Carl, our architect, have been circulated to the PCC. Carl has received a quotation of £2500 +VAT from Greenwood Projects to carry out a detailed costing of the project.

Acceptance of this quote was proposed by Norman, seconded by Tony, passed unanimously.

The meeting on January 29<sup>th</sup> had emphasised the importance of the Heritage component of the bid to the NHLF. Ken commented that the advisors are impressive and work well with Carl

**9.2** Water pressure to upper floor – still under consideration

**9.3** Drainage repairs – an emergency faculty was granted and the work carried out to excavate and replace the collapsed drains by the east window. At the same time the contractors installed a small sump and an automatic pump in the boiler house. The repairs have solved the flooding in the South Porch. Water still comes into the boiler house during heavy rain but is now pumped away automatically.

**9.4** Large screen TV – Ken has sourced a replacement at a cost of £430. The old, damaged screen is too expensive to repair.

### **9.5 Churchyard Closure**

The Secretary explained that after three years of discussion with the council and the diocese it is now clear that although there have been no new burials in the churchyard since the nineteenth century there is no documentary evidence that the churchyard was ever ‘closed’.

The last funeral took place in 1919, the burial of a young man in an existing family tomb. Leeds City Council have taken on the cutting of the grass and the management of the trees, but this would seem to be through goodwill rather than responsibility.

We have now received details of the documentation required to formally ask for the closure of the churchyard. We need to contact Leeds City Council to inform them of our decision to apply to the Ministry of Justice for a closure order and ask the Council to take over responsibility for maintenance of the churchyard.

Barry proposed that we follow this procedure, seconded by Martin, passed unanimously.

**9.6 Any other property matters** – Tom informed the PCC that our Architect would be undertaking the Quinquennial Inspection of the church on 24<sup>th</sup> March 2026.

## **10. Youth and Children’s Ministry**

**10.1 Expression of interest in having a Diocesan youth worker.** Aaron has contacted the relevant parties, and our interest has been acknowledged.

**10.2 PCC Sub Group** Allan has contacted the service users, and the new group will be formed soon.

**11. Reports and correspondence received** – see Norman’s report on the Community Groups Network Lunch held on January 22<sup>nd</sup> 2026

## **12. Community / Churches Together in Otley/ OPC Prayer Team**

OPC Prayer Team – Next Prayer Gathering will be on March 15<sup>th</sup>, The Prayer Team are meeting on March 9<sup>th</sup> to discuss future prayer events – Prayer Vigils at Easter and as part of the Thy Kingdom Come initiative,

Volunteers are required to help with raising the Easter Cross on the Chevin, details and a Health and Safety document are on the website.

## **13. Any other business - None**

## **14. Prayers at next meeting – Martin**

## **14. Date of next meeting- March 16<sup>th</sup> 2026**

**Glynis closed the meeting with prayers.**

## **Proposed dates for future meetings:**

<b>2026</b>	<b>2027</b>
<b>PCC Away Day – March 7th</b>	<b>January 11<sup>th</sup></b>
<b>March 16th</b>	<b>February 8<sup>th</sup></b>
<b>April 20th</b>	<b>March 15<sup>th</sup></b>
<b>May 17<sup>th</sup> – ANNUAL MEETING</b>	<b>May 10<sup>th</sup></b>
<b>June 8th</b>	<b>June 21<sup>st</sup></b>
<b>July 20<sup>th</sup></b>	<b>July 19<sup>th</sup></b>
<b>September 14<sup>th</sup></b>	<b>September 6<sup>th</sup></b>
<b>October 12<sup>th</sup></b>	<b>October 11<sup>th</sup></b>
<b>November 23<sup>rd</sup></b>	<b>November 22<sup>nd</sup></b>
	<b>Away Day - January 16th</b>

## **Appendix**

### **The way Otley Parish Church is managed.**

Aaron made a prepared statement to the full PCC before any discussion on this topic.

Aaron had proposed to the Vicar's Advisory Group that all volunteer leaders with a discipleship or teaching role should be asked to sign a 'covenant' reflecting their commitment to live according to biblical expectations of church leaders. This had been discussed with the Archdeacon. It had included the agreement to uphold the biblical sexual ethic.

This had led to heated discussions within the Group, and the issue was put on hold over the busy Christmas season, and there was a further meeting with the Archdeacon. The plan had been to bring the proposal to the PCC for a full discussion in February.

In the period over Christmas and before the proposal could be brought to the PCC for discussion, the confidentiality of the Vicars Advisory Group was broken. This led to rumours and conjecture within other church groups.

After further discussions with the Archdeacon and Bishop Arun they had advised that the issue of the covenant should be put on hold and that the Vicars Advisory Group should be closed.

Prior to the meeting Aaron had circulated a paper on his proposal for a new ministry team structure for OPC, based on accountability, support and stewardship.

Clear role descriptions would be required for all volunteers, and Aaron would meet with the leaders of church groups 2 or 3 times per year as a whole group, and individually for more in-depth discussion.

Tony suggested that it would be appropriate for someone from each group to attend a PCC meeting and give feedback on that group.

Norman felt that this new structure would place too much of a burden on Aaron's time.

The PCC were asked to contact Aaron with any questions and comments about this new proposal.