

Otley Parish Church.

Minutes of Parochial Church Council Meeting held on Monday 20th April 2026

The meeting was preceded by prayers from Barry

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

In Attendance: Jenny Liston for Safeguarding; Dave Auty for CNZ

1. Apologies: Jackie Hird; Martin Hird; Ken Dale

1.2 Members standing down – the PCC expressed their thanks to Glynis and Rosemary for their long service as Trustees of Otley Parish Church as they both intend to stand down at the upcoming APCM.

1.3 Letter from Jackie resigning from various roles in the church (see letter appended to agenda)

Norman expressed his appreciation of Jackie's role as coordinator of the church Housegroups.

Maggie and Rosemary both expressed concern about the current situation.

Aaron stated that he had not been expecting Jackie's letter. He had a responsibility for oversight of the Licensed Lay Ministers, he had raised some concerns which Jackie didn't receive well and they were in a mediation process with the Bishop. The rumour that he had refused to renew Jackie's preaching license was incorrect.

Jonathan felt that the publication of the letter was unnecessary.

1.4 Terms of Office of existing members – Aaron has these details to hand, will circulate to the PCC.

2. Declaration of interests – None

3. Safeguarding.

3.1 Response to questionnaires

The questionnaire is available online and there are paper copies available in church.

3.2 Domestic Abuse Training

Date for training session to be agreed.

3.3 Any other safeguarding matters:

Jenny will circulate a copy of the National Safeguarding Standards – posters will be displayed around church.

4. Minutes of the meeting held on March 16th 2026.

Approval of the minutes was proposed by Maggie, seconded by Jonathan, passed unanimously.

5. Matters arising not on the agenda.

5.1 Letter to the Bishop:

The meeting discussed the letter to the Bishop and there was significant disagreement as to whether it met the intentions of the PCC at the previous meeting. There was a lengthy and at times heated discussion but no conclusions were reached.

6.0 Carbon Net Zero

Dave Auty joined the meeting to assist with the presentation of the numerous papers that had been circulated prior to the meeting.

Norman commented that the covering note had been revised, new version sent out on the day of the meeting.

Dave commented that the only available source of the large amount of capital needed for the project was the National Lottery Heritage Fund (NLHF) The CNZ group were working hard on the numerous documents needed to support the application. The group are targeting submission on 28th May, or a later date in August. There are currently 17 other projects in the pipeline.

In a recent meeting with our advisors the planning position had been considered, and it has been decided to derisk the bid by not including the installation of solar panels in the initial planning submission. The visual impact of such panels is expected to be contentious and could risk us not achieving planning permission. We have been encouraged to expand the project to include other Heritage features, the latest cost estimate is around 4 times the original project but includes a huge contingency. If the NLHF were prepared to fund up to 90% of the project cost the church would need to raise around £300,000 of which we have already raised of the order of £200,000

Aaron expressed thanks for the huge body of work carried out by the CNZ group.

The Heritage Officer role is important, but not critical. Maggie asked if the salary proposed is sufficient to attract the correct calibre of applicant.

Aaron commented that we needed to ensure that we have control over the suitability of organisations using the building.

Allan commented that the footfall data provided and analysed by Dave had been interesting and useful.

Norman proposed that the PCC adopted the Activity Plan and the Business Plan. This was seconded by Tony, passed unanimously.

7.0 Annual Report

7.1 Tony had circulated the final version of the Annual Report and Financial Statements, which has now been agreed with the Independent Examiner. Kevin proposed acceptance of the Report, seconded by Norman, passed unanimously.

7.2 It is proposed that we continue with the same Independent Examiner, to be confirmed at the Annual Meeting.

8.0 Services

8.4 Post service logistics

Concerns have been raised about the situation around the tables at the back of church when serving hot drinks whilst young children are in the same area. Consideration to making more space, or moving access to children's drinks to another area, encouraging people to move away from that area when they have been served to reduce crowding.

9. Finance

9.1 Update – Tony gave an update on the current situation – income is slightly below budget, expenditure on budget. The ending of the contract for a youth worker will reduce costs by almost £2,000 per month and should mean that income should broadly cover expenditure for the rest of the year.

John expressed concern about the encouragement to give 10% of income to the church, many people have other financial commitments to charities that they consider to be part of their 'tithes'

10 Properties

Tom has submitted the faculty application for the security cameras.

The Quinquennial Inspection was carried out on 24th March 2026. Some remedial work to the tower roof drains and some grills in the tower have already been completed.

Grills have been installed in the Parish Room floor to allow any condensation to escape and reduce the risk of timber damage.

The business community will again install Christmas lights in the trees on Kirkgate.

Tom reported that Leeds City Council will no longer take responsibility for cutting the grass in the churchyard.

11. Youth and Children's Ministry

Katie has collated responses from the questionnaires (see note circulated by Allan)

35 responses received, suggestions include more involvement of children in worship and that we need to have the funding in place before we appoint a new Worker.

14 Any Other Business

14.1 Comment Forms

These are being retrieved from the wall safe by the Secretary each Tuesday and placed in the main safe. Barry will circulate a summary of the content.

14.2 Logo redesign

Proposed by Jonathan, seconded by Aaron, that we use the services of Hubb Church to redesign the church logo. Passed unanimously.

15 Prayers at next meeting – John

(Some agenda items were deferred because of time constraint)

14. Date of next meeting- June 8th 2026

Barry closed the meeting with prayers

Proposed dates for future meetings:

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

