Otley Parish Church.

Minutes of Parochial Church Council Meeting held on Monday 8th June 2026

The meeting was preceded by a Service of Holy Communion led by Aaron

Present: Ken Dale, Trevor Williams, Rick Mayers, Allan Boddy, Barry Milner, Norman Barr, Tom Raper, Kevin Keefe, Rev Aaron Kennedy, John Simkins, Tony Pike, Maggie Lolashvili

In Attendance: Revd Dave Ho Young, Area Dean, North West Leeds Deanery

1. **Apologies:** Johnny Joslin, Jenny Liston
2. **Membership Matters:**

2.1 Aaron welcomed those returning to the new PCC. He thanked Glynis Milner, Rosemary Ellen, Jackie Hird, Martin Hird and Eric Cairns for their service on the PCC.

2.2 Prior to the meeting, Jill McKee had contacted Aaron to say that despite her appointment at the Annual Meeting on 17th March, she did not wish to join the PCC. Aaron welcomed Trevor and Rick as new members of PCC

2.3 Co-option of members. Given the size of our Electoral Roll we can co-opt two members of the congregation on to PCC. There were four people expressing an interest in joining the PCC. Tony Pike queried why the names had not been made available prior to the meeting to give an opportunity for prayer and proper consideration before voting. Aaron commented that this was because all nominee consents were not given until shortly before the meeting. A ballot was held and Tom Pettinger and Erika Twitchell were elected to join the PCC **(ACTION** – Chair to inform all candidates of the outcome as soon as possible. Secretary to provide personal info & trustee declaration forms and induction info to successful candidates))

2.4 Tony Pike was happy to continue as Treasurer. He was proposed by Ken, seconded by Tom and elected unanimously. Kevin Keefe was the single candidate for the post of PCC Secretary. He was proposed by Barry, seconded by Maggie and elected unanimously. There were two candidates for Lay Vice Chair. A ballot was held and Allan Boddy was elected.

2.5 Standing Committee – Aaron explained that the Standing Committee was to be reconstituted to be a body that met more frequently, not just in emergencies, as suggested by the Bishop. In line with the Church Representation Rules it would consist of the Vicar, the Churchwardens, the PCC Secretary and the Treasurer. It would meet weekly. The Treasurer confirmed that he would be prepared to make himself available weekly, rather than just for items dealing finance. This was proposed by Maggie, seconded by Rick and passed unanimously. (– Chair to convene first meeting of new SC as soon as possible)

2.6 Fit and Proper Person declaration – Barry confirmed that he had received completed forms from the new members.

2.7 Trustee Induction information. This is a requirement of both the Church Representation Rules and the Charity Commission and Tony had put together a pack to send to all members. This needed slight amendment to include reference to the Representation Rules requirement The content needed the consent of the PCC. Approval was proposed by John seconded by Norman and passed unanimously. The Area Dean recommended that the PCC should undertake the CPAS 'PCC Tonight' training package, this will involve a 30 minute slot at 6 PCC meetings. This was proposed by Tony, seconded by Trevor and passed unanimously. (– Treasurer to amend the Induction document wording and provide to the Secretary for distribution as needed)

3. **Declaration of interests** – Rick Mayers is a Trustee of Kisiizi Hospital, the church Global supported charity

4. **Safeguarding**.

4.1 Domestic Abuse Training

Date for training session to be agreed.

4.2 Reflections on safeguarding questionnaire report.

Aaron noted that the majority of the responses were positive. The negative issues involved a perception of a lack of inclusivity; Aaron would encourage anyone with such issues to contact Jenny. (– none agreed but Aaron should provide feedback at the next meeting)

The current division was leading to a sense of unease. We are committed to reconciliation and what that looks like.

We recognise the need for transparency, but safeguarding issues may need to be confidential.

Minutes of the PCC will be made available at the rear of church. They are available online. There was a recent problem with online access but this has been resolved. (– Secretary to ensure this happens after each meeting)

Aaron noted the comments that some respondents felt unable to approach him with suggestions and he will endeavour to be more approachable.

Some mentioned the length of services and lack of different 'voices'.

Aaron said that Jackie and Martin had decide to step back themselves. Martin had never been asked to stand down by Aaron except for a change on one occasion. This change was necessary simply as a diary swap with Grace.

There is a clear pathway to being a licensed occasional preacher. Retired clergy in the Parish have said that they are happy to cover for absences, but are unwilling to be on a regular 'sermon rota'

It was noted that safeguarding concerns need to be taken seriously.
Someone emphasised that all genuinely expressed concerns should be acknowledged appropriately and considered from a potential safeguarding perspective.
Rev David noted that the PCC can decide on the required level of confidentiality applied to published PCC Minutes.

4.3 Date to discuss '*The Characteristics of a Healthy and Safe Culture'*
It was decided that we needed an additional meeting to be convened on this topic rather than try and cover in a normal business meeting. (– Chair/Secretary to liaise with Jenny to set a date for this meeting)

4.4 Safeguarding Dashboard – mostly green, any amber / red being due to ongoing training.

4.5 Any other safeguarding matters – none

5. Minutes of the meeting held on 20th April 2026.
Tony suggested a suitable summary of section 5.1
Acceptance of the minutes with this alteration was proposed by Trevor, seconded by Kevin, passed unanimously.

6. Matters arising not on the agenda

6.1 Bishop Arun's letter to the PCC
It was felt that the letter was well thought out with good advice which we should heed. There were no Minutes taken at the meeting but Dave had taken notes for the Bishop. It was proposed by John, seconded by Maggie that these notes should be adopted as minutes.
We have many suggestions to follow up. Aaron is aware of the policy bank available from Barnabas and the Deanery.
Aaron has reservations about the Living in Love and Faith material, Maggie expressed her reservations. Other material is available.

7. The future of the Leadership Covenant. After much discussion it was proposed by Norman, seconded by Kevin that we adopt the Bishop's suggestion on this issue that it be formally set aside. Passed unanimously.

8. Path to reconciliation. Aaron had suggested using a Bridgebuilders' consultant (but who would be acting independently of Bridgebuilders) who had provided him coaching in the past. The wisdom using someone with a perceived lack of independence was queried and it was agreed not to follow this up. It was agreed that we should explore taking up some form of mediation, preferably using the Bridge Builders organisation. It was felt that something more urgent would be preferable, but no clear quick option has been suggested. (– Standing Committee to follow up as soon as possible)

9. Norman Barr reported briefly on the CNZ Group's decision to defer submitting the Stage 1 National Lottery Heritage Fund application until August. This was mainly

because of advice from Irving Patrick Consultants, our fund-raising advisers, that any issues with governance within the church would need to be disclosed. These were likely to increase significantly the chance of our application being rejected, particularly as the applications in May were well in excess of the lottery funds available. It was better to defer in the hope that the problems would be on the way to resolution by then. It was queried whether the National Lottery would look for information in this depth and Tony responded that this was the view of IPC. (– CNZ Group to review advice from IPC and bring a recommendation to the next PCC meeting regarding submitting the Stage 1 application to NLHF)
Discussion on other property issues was deferred

10. Finance update – see Tony's report circulated prior to the meeting, together with his comments on the new Places of Worship Renewal Fund, which provided a possible source of additional funding for the Roof Project. The PCC noted the reasons for caution regarding the level of gifts and donations in the Church's current difficult circumstances.

As it was now past 10pm, all other items on the agenda were deferred.

11. Tony will lead us in a time of bible reflection prior to the next meeting.

14. Date of next meeting- July 20th 2026

The Area Dean closed the meeting with prayers

Proposed dates for future meetings:

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