

OTLEY PARISH CHURCH

Minutes of Parochial Church Council Meeting – 20 July 2026

Present – Rev Aaron Kennedy, Barry Milner, Tom Raper, Tony Pike, Kevin Keefe, Ken Dale, Trevor Williams, Rick Mayers, Allan Boddy, Norman Barr, John Simkins, Maggie Lolashvili, Erika Twichell, Tom Pettinger, Jonathan Joslin, Jenny Liston

Apologies: – None

Reflection and opening prayers: Lead by Tony Pike

Item	Notes	Action
1	Membership Matters	
	1) Tom Pettinger and Erika were welcomed to their first PCC meeting. 2) Filling the casual vacancy left by Jill McKee's resignation. Aaron reported back on advice received today from the Area Dean. The vacancy will need to be advertised so that a suitably eligible person can be elected by PCC members. Standing Committee to organise this for next PCC meeting.	Standing Committee
2	Standing Committee	
	Minutes from recent meeting previously circulated. Aaron reported back that the SC should follow the guidance to meet two weeks prior to a PCC meeting unless there was urgent PCC business to attend to.	
3	Declaration of Interests – none.	
4	Safeguarding – Jenny	
	1) Details of Domestic Abuse training to be worked out in the autumn. 2) Issue regarding the Welcome and Hospitality Team. Jenny said that she had been wrong on this and in fact all volunteers need to fill in the forms, give references and go through basic safeguarding training. She said that two people had stepped back from the team because of this. Aaron thanked Jenny for her role in handling this sizeable task. 3) Dates to discuss 'The Characteristics of a Healthy and Safe Culture'. Jenny offered 28th September 2026 at 7:30 PM For this and the PCC was in favour. 4) Safeguarding dashboard. Jenny said that as always this is a work in progress with ongoing training, etc but otherwise there was nothing specific to report. 5) Reporting safeguarding issues. Regarding Section 3.1 of <u>Key Roles and Responsibilities of Church Office Holders and Bodies Practice Guidance (2017)</u> an annual affirmation by the PCC is required as per Jenny's previous circulation of 13/7/26. This was duly made. 6) Any other matters relating to safeguarding. Jenny said that she doesn't want us to be complacent. People should be comfortable in feeling free to talk about things that worry or concern them – a culture where these matters are heard and responded to and where people feel they can belong. Jenny left the PCC meeting at this point.	

5	Minutes of the meeting held on 8th June 2026. Agreed by PCC.	Proposed –ML. Seconded Tony
6	Matters arising not on the agenda.	
	1) PCC meeting with Jo Williams from the Blackley Centre will be 23rd July 2026 at 7.30pm. 2) Filling the Casual Vacancy. Dealt with under 1.2 3) PCC Tonight. This will begin in September. The material will be available via the church website but if people want printed copies, then tell Kevin. 4) Aaron updated PCC on vacancies left by Jackie Hird. House groups – someone was considering this. Welcome and Hospitality – no takers at present. Pastoral Team – Aaron will chair this. Margaret Turner has joined and Glynis Milner and Kevin Keefe will continue. Roger Carne attended the recent meeting and will possibly join when Alpha finishes. 5) Regular column in In Touch about the PCC. Maggie has proposed this and offered to do it. Suggestion was favourably received. PCC will return to it in September. 6) PCC Statement – as discussed in online meeting with Area Dean on the 25th June 2026. Wording having been agreed the question then was how it should be used. It should be referred to on an individual basis rather than published in In Touch or the notice sheet or read out on a Sunday morning – as many people would not know what it was referring to. It was agreed that the copy of the statement would be included with the minutes of this meeting. It is as follows: As a Parochial Church Council (PCC) we want to acknowledge that, over recent months, there has been disagreement amongst members of the PCC (currently chaired by Aaron our vicar). We have, more recently, been helped and supported by the Area Bishop and the Area Dean. The PCC are now committed to a process of mediation and reconciliation and are seeking to find a suitable Christian agency to assist us. This is not a quick fix and we ask for your prayers, patience and understanding over the coming months as we seek a way forward. Meanwhile, the PCC continues to work to serve God and the people of Otley Parish Church.	PCC
	Agenda item 8.3 was taken at this point. CNZ: NLHF application: an opportunity to address questions to IPC (latter had been invited to attend online at 8:00pm): IPC, our consultants, were online and waiting to join the meeting. Aaron suggested that we share our own perspectives on the discussion paper initially before coming to them with our questions. Ken suggested Aaron was underestimating the involvement of IPC and their benefit to us. Aaron agreed that we should come to them in due course but affirmed that the PCC was responsible for making the decision, not them. Aaron said our capacity to deliver the project is diminished by the apparent reality that several members of the CNZ team are unsure of their long-term place at OPC. This has become clear following comments made by Tony at the Standing Committee meeting. The project would require much time, attention and dedication from OPC, and particular key	

members of the team. Aaron asked the CNZ group what would need to change in the life of OPC for the CNZ group to have the confidence to make a NLHF application in August or October. Norman then said that our questions should be directed at IPC consultants.

Anne Irving and John Patrick from IPC were then invited into the meeting as were Trisha and Dave Auty from the OPC CNZ group.

IPC discussion paper and other associated documents had previously been circulated to the PCC.

Anne summarised their report and outlined the potential road ahead. She said that IPC had a duty of care to help us understand the expectations from NLHF. They may shine a light where we don't want them to, including a governance review by a third party person.

Questions for IPC:

Maggie: Are there other projects of which you are aware that didn't proceed but then came back to submit later? The answer was that not all projects submit at round one

Aaron: Are you aware that all key roles are currently filled?

Answer was yes.

Tony: said that he wants to remain committed to the project but wants to see how things go in church before making his personal decision.

Ken: When would be the next application stage? Answer, 18 months' time.

Trevor: Will the lottery fund appoint a monitor to work with the team? Answer was yes.

Ken: Does IPC maintain a role after the application is submitted? Answer was yes.

Tony: What is the downside of delaying/resubmitting a new application? Answer, PCC must decide and Anne suggested having a conversation with Louise Clare at NLHF about this. The PCC could update the current application if it was necessary to resubmit a Round 1 application.

There then followed a PCC discussion with the view to considering which of the discussion paper options to follow. Anne Irving, John Patrick, Dave and Trish Auty remained in attendance during this discussion.

Ken said that we need to resolve a governance issue. This is a five year project and delays, etc might mean we lose the 2030 aim of the C of E. He felt we should continue in faith on the original path and trust to God. If we delay even three months it risks losing the commitment of the congregation and possibly the involvement of the CNZ group. Why delay any further?

Aaron responded to the comment regarding a governance issue, as previous mentions of this seem to have arisen from a comment by Bishop Arun. Aaron has received clarification from the Bishop that he does not, in fact, feel that we have governance issues within OPC. His comments referred to the possibility that conflict within the PCC would distract us from good governance. His advice was that we should set aside our

	conflict and “return to good governance”, not that we had governance issues to resolve. Aaron asked what the views of the CNZ group members are regarding the options. Norman said that he wanted the PCC to be transparent with Louise Clare regarding the current situation and that he would vote for the 6th August option. Tom Raper said that he would like to know Tony’s ongoing commitment. Tony said he wants reassurance in order to give commitment to continue over the next three to five years. He wants to hear the outcome of the transparent conversation with Louise Clare. Trevor said that he had also expressed some personal questions about his long-term position but would like to see a go ahead for the August date. Tom Pettinger said that it doesn't sound like it would be a total catastrophe if we go for August and the worst happens on this occasion. Aaron said that we needed to decide which option to vote for and the outcome in favour of each was as follows: Option 1: Rick, Tom P, Norman, Trevor, Alan, Ken, Option 2: Tom R, Tony, Johnny, Erika Option 3: Maggie, Aaron, Abstentions: Barry, Kevin, John S Subsequent to the above it was noted that members of the CNZ will meet with Louise Clare on Wednesday 22nd July to update her regarding the current situation and to hear her views regarding the application. It happens that the PCC is meeting on another matter in the evening of Thursday 23rd July and it was decided to revisit the vote then, once we had heard feedback from the meeting with Louise Clare.	Vote result
7	Finances	
	1) Tony had submitted a report in advance and asked if there were any questions. There were none. 2) Tony had indicated, in the Standing Committee minutes, that we should have another signatory for the church bank accounts to replace Martin Hird. Tom Raper was suggested and he agreed. 3) Tony also said that we needed another signatory for the Epworth account to replace Graham Buttanshaw and suggested Kevin, who agreed. 4) The PCC therefore resolved to remove Martin Hird as a Barclays signatory and Graham Buttanshaw as an Epworth signatory and replace them with Tom R. and Kevin respectively.	
8	Properties	
	1) It was proposed that the Fabric Committee should be brought back to life, with some members of the PCC and plus people from outside PCC who felt that they could contribute to this. It was left in the hands of the	Churchwardens

	Churchwardens to sort this. Several property matters could then be delegated to the Fabric Committee and therefore not need to return to each PCC meeting. Matters at 8.5 on the Agenda were referred to the FC: water pressure problems, installation of lockable cupboards in Parish Room, security cameras, closure of graveyard and transfer of responsibility to LCC (currently being handled by PCC Secretary), Vicar's wall plate, update on churchyard maintenance, Quinquennial Report action plan. 2) Upgrades to lighting and control had been costed by Ken and this was approved by the PCC. 3) Christingle numbers and issues of safety – already been attended to. 4) Letting rates for charities – for SC, to be guided by Tony. 5) Any other matters relating to properties. None.	
9	Services and events	
	1. Recent events and services – nothing mentioned. 2. Forthcoming events and services: Brighthouse and Rastrick concert on 7th November 2026 needs a new link person for the OPC. Trevor bravely volunteered for this. Barry agreed to brief Trevor on the details of the role. 3. Local to Global: John S reported that planning is in hand for future events. 4. Reflections on post service tea/coffee logistics: Children's drinks etc are now to one side at the back of church as previously suggested. It was suggested in this meeting that maybe milk and sugar should be put to one side too, in order to facilitate a more rapid flow of the queue. 5. Alpha update: Tom Wyatt's Attendance at this evening's meeting was postponed due to IPC having been invited to attend NLHF application discussion at 8:00pm. Aaron said at this point that any items for the agenda at all, including future invitations for guests to attend PCC, should go through him.	Barry
10	Youth and Children's Ministry	
	1. Family, Children and Youth (FCY) Working Party: Aaron said that this is on hold as per Bishop Arun's instructions. 2. Any other matters relating to youth and children's ministry: Aaron said other matters would be dealt with under the reports that we have received in item 11. 3. All Saints Primary School Foundation Governor vacancy. Alan recalled that last time round there was a person who had expressed some interest in this. Aaron said he would re-check with that person.	Aaron
11	Reports and correspondence received: Regarding discussion about groups in the church providing reports to PCC please refer to recent SC minutes to see the discussion so far.	
	1) Activate: Tom P. spoke to the report submitted as not everyone had been sent it. He added that two members of the music team had talked informally to see if they could come up with how Activate might be able to continue. There was also a suggestion of an option to slightly realign it with a youth focussed worship service.	

	2) Sunday Club report was noted as having been received and read. 3) Youth Work and Messy Church reports were noted as having been received and read. Aaron made one factual correction to the Youth Report in that Maria O'Hagan's notice period was three months, not one month. 4) In a brief general discussion Jonathan J asked how we might discuss better the Sunday service shape for youth. Rick said that the youth and children's survey indicated that the latter don't feel they're a priority. How do we engage them? It was agreed that this should be for further discussion at PCC. Perhaps there should be an online survey regarding this. Aaron stated that he was very aware of the importance of all age worship.	PCC
12	Community: Churches Together in Otley: OPC prayer team: John S reported back and said were plans to reduce the number of business meetings from 4 to 3 each year.	
13	Any other business	
	1. Comment forms: none further received. 2. Update regarding the logo design: Johnny said he would welcome input from others as he was struggling to see how we could create a logo without a stronger sense of shared vision for our ministry as a church. Aaron suggested to let the reconciliation process go through first. Johnny agreed and said he would tell Hubb that there would be something of a delay during this. 3. Minute regarding sale of Newall Church Hall: the PCC agreed the following: It was noted that Newell church hall was up for auction by Basil Holdsworth and Sons at the end of July 2026. The original sale by Otley Parish Church happened in July 2020 and the overage applied for a period of five years which is now time expired. Legally there will be no payment due to Otley Parish Church following this sale.	Johnny

Reflection and prayers at next meeting: Barry

Date of next meeting: 14th September 2026

Closing prayers: Tony