

OTLEY PARISH CHURCH

Minutes of Parochial Church Council Meeting – 14 September 2026

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

Reflection and opening prayers: Led by Barry Milner

Item	Notes	Action
1	Membership Matters	
	1) Filling the casual vacancy left by Jill McKee's resignation: Roger Carne is the only candidate but has only been on the Electoral Roll since April. Election deferred until the October meeting	Standing Committee
2	Standing Committee	
	Minutes from recent meeting previously circulated. Maggie suggested that we should prepare a template for the various groups giving the requirements for the Annual Report. Terms of Reference of Standing Committee to be finalised for next meeting. Renewal of the gas contract to be delegated to the Standing Committee, proposed by Ken Dale, seconded by John Simkin, passed unanimously	Standing Committee
3	Declaration of Interests – none.	
4	Safeguarding - Jenny	
	1) C of E Module Domestic Abuse training will be in the evening of 26 th October. 2) Issue regarding the Welcome and Hospitality Team: The people who left the team have reconsidered. 3) 'The Characteristics of a Healthy and Safe Culture' discussion: 28th September 2026 date confirmed. 4) PCC roles – document supplied by Kevin to be discussed at the next PCC meeting. 5) Safeguarding Policy (from Diocese) – adoption of the policy was proposed by Maggie, seconded by Johnny, passed unanimously. Jenny to arrange display of signed copy as required. 6) Jenny proposed a celebration of the number of volunteers we have in church, possibly at the end of November 7) There had been reports of incidents of anti-social behaviour in the churchyard and Jenny and Tom Raper had met with the police to discuss. 8) Safeguarding Dashboard – this was reviewed by the group. Some actions. mostly related to training, but no major issues. Jenny left the PCC meeting at this point.	Jenny Liston Aaron / Jenny
5	Minutes of the meeting held on 20th July 2026. Acceptance proposed by Tom Pettinger, seconded by Tom Raper, passed unanimously.	
6	Minutes of extraordinary meetings held on 23rd July Meeting with Blackley – Acceptance proposed by Tony, seconded by Maggie, passed unanimously.	

	Meeting concerning National Lottery bid – Acceptance proposed by Tony, seconded by Tom Pattinger, accepted unanimously	
7	Matters arising not on the agenda 1 Update on Blackley Centre meetings First 'Listening Day' completed, 21 of the 23 sessions available were used by church members. Second day arranged for 24th September to allow a few remaining PCC members to take part, and for other church members to participate. If there are still others interested, we have the option of arranging Zoom meetings. Feedback and next steps to be discussed with Blackley 2. Alpha update Tom Wyatt joined the meeting and gave a comprehensive presentation on the success of the Alpha sessions held earlier this year. They have been well attended with a negligible drop out rate. In our secular world it is daunting to come into a church service, Alpha meets people where they are. Many of the attendees are now regular church goers and are applying for adult baptism. Helping new people to consider volunteer roles in church will let them feel a sense of purpose and belonging. Roger Carne and Grace Kennedy are running follow on groups. The ambitious plan is to hold three Alpha sessions each year. Hospitality is a key aspect of Alpha and a team is needed to provide the weekly meals. The meeting expressed thanks to Tom, Lindsey, Kate, Margaret, Roger, Grace and all those who had helped to facilitate this series of Alpha sessions and praying for the next cycle of sessions. 3. PCC Column in 'In Touch' Maggie's example had been circulated prior to the meeting and was well received. Maggie is happy to provide suitable material for the column, possibly for each edition (but no pressure to do that!) 4. Update on CNZ and NLHF bid Please refer to Norman's e mail of 8th September. Application likely in early November.	Wardens
8	Finances	
	1) Tony had submitted a report (see below) in advance and asked if there were any questions. There were none. General Fund Total regular income for General Fund for the period amounted to £123,100, compared with a budget of £121,000. However, this included a one-off gift of £2,000 (plus gift aid of £500) in memory of Angela Agar. This also excludes the legacy for £25,000 from the estate of Dorothy Mainprize which has been designated for the roof project. Adjusting for the two one-off gifts, income is running broadly in line with budget. I propose that the gift in memory of Angela Agar is transferred to the Designated Fabric Fund, in line with the general policy for legacies. Expenditure from January to August amounted to £124,400,	

	compare with a budget of £132,900. The budget assumed the continuation of fees for a youth worker. The ending of the Missional Generation contract in March has saved £9,700. Overall other spending is slightly above budget. In the remainder of the year, there are large maintenance costs to meet, in particular for a gas boiler repair, also the cost of the mediation process, and gas costs in November and December are very likely to be higher than budgeted. Adjusting for the one-off gifts, the deficit at the end of August amounted to £3,800, well below the budgeted deficit of £11,900, but fully accounted for by the ceasing of fees for a youth worker. The cash balance in the general fund as at 31 August was about £81,000. Charitable Donations Fund The total raised for LFIS and Kisiizi Hospital amounts to £1,366. Roof Fund Donations £8,900 year to date plus £760 from fund raising activities and £1,800 deposit interest. Paid out £12,800 in total fees to the fund raiser (IPC), Architect (Carl Andrews) and quantity surveyors. This brings the total raised in the Roof Fund since outset from all sources is £90,200. Current fund balance £68,700. 2) Insurance renewal – paperwork for this has been received and circulated. Acceptance proposed by Erika, seconded by Tom Pettinger, passed unanimously If there is anyone with any expertise or interest in insurance Tony would appreciate further scrutiny of the detail of the policies. 3) Tony will start work on next year's budget for presentation at the November meeting. If anyone knows of any potential extraordinary spending in 2027, please let him know 4) Account signatories – this is underway, still to be finalised. 5) Boiler repair – annual inspection has revealed some repairs are necessary to boilers and to circulation pump. Boiler repair can be done in coming weeks, pump repair will depend on delivery time of unit. Pump unit is £1,284 + fitting cost. Repair proposed by Johnny, seconded by Tom Pettinger, passed unanimously.	PCC Members Wardens
9	Properties	
	1) Fabric Committee has been restored and held initial introductory meeting. Terms of Reference and delegated powers to be finalised. 2) Upgrades to lighting and control and installation of the CCTV system are being arranged by Ken, probably in October. 3) Organ chamber upgrade – quote received, this has been circulated, sent to our architect for comment and to the company who maintain the organ for comment. Provided their comments are positive approval of the work was proposed by Maggie, seconded by Tony, passed unanimously. 4) Any other matters relating to properties: There is evidence of water ingress on the mezzanine, threatening damage to the Parish Room ceiling. Houldsworth have been asked to investigate.	Wardens Wardens
9	PCC Tonight Session 1	

	The PCC were led by Aaron through the first session of the 'PCC Tonight' initiative – we were asked to consider 'What is church for'	
10	Youth and Children's Ministry	
	1. The PCC need to respond to the reports received from the Youth and Children's Ministry team. 2. Need a mechanism for responding to reports received.	Standing Committee

Reflection and prayers at next meeting: Johnny Joslin

**Date of next meeting: 28th September, Characteristics of a Safe Church.
12th October, PCC Meeting.**

Closing prayers: Barry