

**Minutes of the Parochial Church Council Meeting of St John's Church,
Ben Rhydding, on Monday 13th November 2023**

In attendance: Rev Peter Willox, Bill Marwick, Karen Oxtoby, Janet Munro, Caroline Watson, Mark Gurney, Lynn Haygarth, Miranda Armitage, Sylvia Walker, James Wright, Caroline Elston Peter Debney, Dawn Jenkins, Andy Rayment, Elspeth Holmes, and Debbie Walker and Jan Copsey.

ACTION

Apologies:

1. Opening Prayer

The Rev. Peter Willox reads from Isaiah 43 Verse 18 and opened the meeting in prayer.

2. Apologies for absence

None

3. Declaration of Interest

None.

It was decided to move the item for discussion (agenda item no. 6) until after the reports.

4. Approval of PCC Minutes 11 09 2023

The minutes were approved by the PCC as an accurate record of the meeting. Proposed by Jan Copsey, seconded by Peter Debney, all were in favour.

5. Any Other business

An Item for Any Other Business was given at this point to be discussed at item 13.

6. Matters arising

New Caretaker

Tom Sroka started in the above post 23/10/23 and is settling in well and doing a good job. He is keeping in good contact with the wardens and the other paid cleaner. He cleans after The Welcome Café on a Tuesday afternoon. Andy asked whether we might invite him to PCC and have a photo, so we know who he is.

Bookings secretary admin role

Sandy will finish on 1st December after over 25 years in post for which we are extremely grateful. Lisa King is taking on the admin side and has met with Peter and Sandy.

We may need to invest in a dedicated mobile phone for Lisa. Passing on keys may be tricky as Jacqui is largely working from home and it be necessary to instal a key safe.

The hall booking timetable should be passed to Mark for inclusion on the new website.

The Clothing Sale

Peter has spoken to Jane and is still uncertain what to do in the absence of people coming forward to lead especially as, in the current form it is a huge organisational undertaking.

The idea of holding a table top sale re-emerged. It could work quite well now that the chairs in church can be moved, people might rent a space and/or donate a percentage of their takings. Traditionally a third of the proceeds for charity went to Matugga. Debbie was OK if this did not continue. Peter may reapproach Liz Hastier and Carrie Bridgen who had previously shown some interest in continuing the Sale.

Easter and Ben Rhydding Primary School

Miranda had not spoken to the new Headteacher because she thought it better coming from Peter.

Treasurer Role

This was mentioned on Generosity Sunday with no takers.

Action Point PW to add to the notices.

PW

Newspaper article on new chairs

Done by Sue Boerrigter

7. Fire Safety

Caroline Watson has been liaising with Sean, the policeman and is trying to get the local fire service to come to look around the building and to advise us. Legislation requires us to have a plan of the building on the wall showing exit points and extinguishers which we do not have and risk assessments. Caroline asked to defer this item until the January PCC when she should have more information. Both Caroline W and Elspeth have attended a meeting on fire safety, and it is advised that the two weeks before Christmas pose the greatest fire risk. Wardens will therefore have a walk about to see which are the most combustible items, such as books and service sheets so that they can be hidden away. Caroline W also proposed that we install a ring doorbell system on both north and south side doors and asked Mark for help with connecting to the Wi-Fi.

The lounge and kitchen should be locked in December, the lounge door into the church could have a new bolt. Should we have a large key safe to house all keys?

Also mentioned was to invite the PSCO to attend our Welcome Café, which they already have done.

8. Alex Kiyaga

Alex is going through theological college and has asked if he can do a month's placement at St John's in January 2024.

Debbie proposed that as the PCC of St John's Ben Rhydding we invite Alex Kiyaga on a month's placement at St John's with a view to enhancing his theological training and to work with us as a church. Seconded by Pete Debney and carried unanimously.

James offered accommodation for all or part of his stay. We need to decide what he might do specifically. Peter had the idea of getting people together over a meal or series of meals and asking Alex to be the guest speaker to discuss 'what do you think church is for and what is your part in it?'. The finance side needs to be worked out. Parishioners could be invited to give donations.

9. Reports

1. Wardens and Standing Committee

Minutes circulated, nothing to add.

2. Finance Committee

Caroline Watson had circulated her Finance report to PCC prior to the meeting. The hall hire issue is now resolved.

CW, J Jordan and Lisa King will meet to discuss the invoicing of hall hire and credit control.

We have had unexpected repairs and maintenance expenses with the gas boiler, some pointing has been done. Hall roof repaired under guarantee.

Julia and Caroline will work on a draft budget for the next PCC.

Some staff salaries are getting out of kilter. Caroline requested help and Andy kindly offered his expertise.

Action Point -Andy and Caroline W to liaise.

We desperately need a treasurer for the new PCC. Caroline W is overloaded as warden and taking on the Treasurer responsibilities as well. She and JJ will be happy to give training.

The new Share has been announced at £124686 for 2024. We will achieve our budgeted share of £88K in 2023.

AR/CW

3. **Property**

The North Aisle lower roof is now in need of repair and could cost up to £50K. Caroline has offered to get quotes from Pickles and two other contacts and help with the faculty but not the fundraising. Miranda offered to help with fundraising but not to lead. We also need someone to help with grants.

Action Point – Caroline W to ask John Tinkler and to start asking for help/expertise from the various St John’s congregations.

Action Point – PW to email meeting dates.

PW

We could also ask hirers if they could fundraise for the roof and ask Jonathan Wearing what worked well last time.

Peter asked whether we did the right thing by changing to chair seating. All feedback received was completely positive and even people who were previously unsure had given their approval.

4. **Safeguarding**

Dawn had circulated her report to PCC prior to the meeting.

Dawn has been working with groups on new recruitment and compliance, has been busy getting DBS’s done and running basic awareness training with the Sides People and the Welcome Café volunteers.

The PCC reviewed the Social Media Policy adopted by St John’s which follows the National Guidelines and was happy to continue to follow the procedure.

Dawn mentioned the importance of children in a CYFA WhatsApp group having to give consent to be in that group.

Dawn stated that she and Peter were aware of the requirements concerning known offenders that may pose a risk to children and vulnerable adults.

5. **Environment Committee Report**

This report had been circulated to PCC prior to the meeting. The aim is for St John’s to be carbon neutral in 2030 in line with the Church of England. There is also the ambition to stop using gas by 2030. Charles and Tony are working on that. The new recycling bins have been installed in the new kitchen. This might be problematic if the door is kept locked. Medicine recycling is not able to take place. Lynn asked if the committee could have a section of the noticeboard. The committee is looking further into climate stewardship with Arocha. On the whole we are doing quite well in our environmental efforts.

6. **News from the diocese, deanery, deanery synod, CTI.**

General Synod – the Looking in Love and Faith initiative has been very divisive.

Deanery Synod – A good meeting took place run by Jemima Parker on the Environment.

CTI – The AGM is 27 11 2023. There is a BEAF (Bradford Area Episcopal Area Forum) 21 11 2023. CTI ministers are meeting to discuss how they could do CTI better.

10. **Worship and discipleship for our three congregations**

Following the discussions held at PCC in July and then September 2023 about how we dovetail the three congregations John Tinkler and James put forward the following proposal: That a working group of clergy, Messy Church, children and young people leaders, The Ark and some 10 o’clock congregation be formed

- to pray for an outpouring of the Holy Spirit
- to ‘develop an overall strategy for the three church congregations, i.e., the main Sunday service, Messy Church and The Ark and how they relate to each other,’ and
- regarding our children’s and young people’s work, to make proposals that provide a solution and resources for this important part of the church ministry.

The aim being to formulate some solid proposals. This goes back to the questions posed during COVID, what are we missing and how can we rebuild? What do we need to stop and what do we need to resource. Caroline W reminded us of the £10K donated which

we could use. Do we put our time and energy into a model once used (e.g., Lighthouse) or a model emerging (e.g., Messy Church). JW said that although happy to be part of the working group he would prefer not to lead it due to work commitments. Sylvia asked if someone from the diocese or another denomination might come in to look with a fresh pair of eyes. Peter alluded to the Barnabus project to mentor us. James proposed the above proposal and Peter Willox seconded it. All were in favour. Peter and James will meet to work out how to roll this out.

11. Items for the next PCC agenda

Social events, fire safety, budget

12. Any Other Business

Sylvia asked PCC if we could support Becky Malby who is working with schools to help 165 families in Ilkley who could benefit from food parcels. The items needed will need to be dropped off at St John's by 10th December. The PCC was happy for it to go in the notices. Action Point – Peter/Sylvia to ask Becky to liaise with the Ilkley Food Bank team.

13. Dates of future meetings

PCC Mondays - January 15th, March 11th

WSC Wednesday – November 22nd, February 14th

The meeting closed with The Grace at 10.24