

**Minutes of the Parochial Church Council Meeting of St John's Church,
Ben Rhydding, on Monday 11th November 2024**

In attendance: Rev Peter Willox, Caroline Watson, Karen Oxtoby, James Wright, Janet Munro, Sharon Crosby, Caroline Elston, Dawn Jenkins, Andy Rayment, Mark Gurney, and Elspeth Holmes, Debbie Walker, Miranda Armitage, Sylvia Walker.

Apologies: Nikki Gibson, Peter Debney, Lynn Haygarth and Jan Copsey.

1. Opening Prayer

The Rev. Peter Willox opened the meeting in prayer.

2. Apologies

Apologies had been received from Nikki Gibson, Peter Debney, Lynn Haygarth and Jan Copsey

3. Declarations of interest

None

4. Approval of minutes 25/09/2024

The minutes were approved as an accurate record of the meeting by the PCC.

5. Any Other business

Items for Any Other Business were requested at this point to be discussed at item 13.

6. Matters Arising from PCC minutes 25 09 2024

- The Community Worker job description drafted by Caroline Watson had been circulated to PCC.

- Peter had contacted the Bishop to ask if St John's could have a curate.

- Dawn has started liaising with Jan regarding the safer recruiting process which is on-going.

- Peter had signed the paperwork to authorise Lynn Haygarth to take on a DBS administrator role.

7. The proposed 2025 budget

Caroline had prepared and sent out the proposed 2025 budget prior to the meeting.

- The budget is based on current known costs including an assumed inflationary increase of 3%.

- The same 3% increase is applied to hall hire rates from September 2025.

- Caroline reported that electricity cost are set to treble and thanked Julia Jordan for her work to secure three-year contracts for gas and electricity.

- Salaries track the living wage rate increase and are proposed to rise by 5% for the three employees.

- Included in the budget is:

£1500 for the cost of the 2025 quinquennial

£1000 for the wireless control of heating in church. This should have a payback of two years and save money on energy usage.

£900 to replace the ovens which need to be dependable for all users.

The Parish Share request was circulated to PCC prior to the meeting. Unfortunately, we are having to reduce the Share in the budget to £81 but will consider giving more should we show a surplus.

Proposed by Caroline Watson, seconded by Caroline Elston, all were in favour.

8. **Peter's recent meeting with Bishop Toby**

Peter had sent Bishop Toby his pastoral letter prior to his meeting, which went out to parishioners this month. Bishop Toby was pleased with St John's involvement with the Barnabas Project and the Youth and Families workers of the diocese. Unfortunately, there is no chance of St John's getting a curate. There is also no strategy regarding what will happen at the end of Peter's tenure, but neither is there a plan to merge the three parish churches in Ilkley.

Bishop Toby approved of the idea that St John's might share resources and work in collaboration with other churches. There is a move for churches to no longer try to do everything but to work to their strengths. A meeting is already arranged with Sally Shelton, Ros Brown, and the two Ilkley Youth workers to discuss some sort of collaboration in youth work.

James said we might have to resource leadership ourselves with training.

Andy referred to the Community Worker job description saying that the role would be broader than a youth worker.

Natasha from the diocese will give some feedback and proposals after her visit to Messy Church on 10th November.

9. **Lent 2025**

Peter proposed that we run Lent groups in 2025. Andy asked if this could be publicised at the Christingle services and to the church in Early December.

Action Point – Peter to try to find and publicise a course in good time.

PW

10. **Publicity team**

Peter suggested St John's would benefit from having a publicity team. Nicola Stewart is particularly good at posting on Facebook, Pam looks after our social media, Bev is into branding and Sue Boerrigter writes articles for the Gazette. It was suggested that Bev might be able to run meetings with the team within her hours. What goes out in St John's name would need approval from Peter.

Action Point – Peter to ask Bev if she could take this on.

PW

11. **Reports**

1) **Safeguarding**

Dawn was thanked for all her hard work in her safeguarding role. This year many more standards have been added to the safeguarding dashboard.

She said 'I would like to propose that I work through the standards and the changes and those items for review with Peter and a small subgroup from PCC to determine what we can demonstrate in our current practice and what we need to bring to PCC and other group leaders to ensure everyone is aware and supporting St John's in fully meeting these standards.'

The PCC was happy for Dawn, together with Lynn and Peter to work through the changes and report back to PCC.

The lighthouse leaders have had to resign their roles due to lack of children so this activity must be removed from the dashboard.

Action Point – Peter to thank Sally, Geri and Ros for the work they have done with the children's work.

PW

The question was asked, if a family arrives in church with children, who shows them where the activities are for their children? It could be the sides people but we may also need a separate team of welcomers for families.

2) **Wardens and Standing Committee 23 10 2024**

Caroline reported that

- the cooker never had the legal gas safety checks so we are now awaiting a quote and date from the gas engineer to undertake them.

- there may be a fund for 'accessible improvements'. If the fund is for 100% then she may explore getting the internal doors automated.
- Peter reported that Karen Gardner is happy to examine the 2024 accounts.
- There will be a request for volunteer stewards at the Christingle in the notices soon.
- Peter has arranged a meeting with Lisa King to review the booking system and to see if Bev can help by adding some of the diary entries to make it run more smoothly. Caroline has a spare phone for Lisa to use for bookings.
- We still need to establish a Welcome Café rota. Peter asked PCC to let him and the wardens know if there are any subjects it would like the WSC to discuss.

3) Finance Report

- October Accounts

Caroline had circulated her report prior to the meeting and commented that we are on track to meet budget for hall hire.

- Christingle money

Caroline proposed that money placed in the envelopes goes to Ther Children's Society and any money in the plate or card reader goes to the roof fund.

4) Property

Tom is doing a very good job as caretaker.

5) Environment Committee

The environment committee report had been circulated prior to the meeting.

- The letter approved by PCC had gone to the banks.
- The committee will participate in the Earth Day in May.
- The committee is working through the new Eco Church criteria.
- Sylvia asked if the 'Dates for your Diary' notices could go back in the newsletter. It was suggested they could go back on the screen using Pro Presenter.

Action Point – The committee was asked to research how other churches treat their grass where chemicals are concerned.

6) Steering group

Any ideas raised in the Steering Group come back through the PCC for ratification.

The next meeting is week commencing 17th November.

7) News from Diocese, deanery, deanery synod and CTI.

Peter has met the new Vicar of Menston but Silsden are still without a vicar.

There will be a CTI AGM at St John's Church on Thursday 21st November at 7.30pm and Hilary Davies will speak about her work in the middle east.

Peter is still moderator and deputy moderator for CTI and would like someone new to take on the role.

12. AOB

- The question was asked whether we could use the external noticeboard more effectively. It was noticed that the Messy Church banner had not been put up outside on Sunday. The Publicity team might like to look at this.
- Peter asked PCC permission not to have Holy Communion on the last Sunday in December. The PCC agreed.

13. Date of the next meeting

PCC Mondays

13th January and 10th March 2025

WSC Wednesdays

11th December 2024 and 12th February 2025

The meeting closed with The Grace

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