

**Minutes of the Parochial Church Council Meeting of St John's Church,
Ben Rhydding, on Monday 13th January 2025**

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

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

3. Declarations of interest

None

4. Approval of minutes 11/11/2024

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 11 11 2024

- Lent 2025

Rev. Peter Willox showed PCC a course called 'Everybody Welcome' by Bob Jackson and G Fisher consisting of four to five sessions which could be run in small and large groups. It embraces the areas of welcome and inclusion in the community. He also wondered about running the Living in Love and Faith course again but it is unclear on the Church of England stance so will be put on hold for now.

CTI may also offer Lent talks and lunches as in the past.

- Publicity Team

Peter has mentioned this to Bev who is happy to be involved. Dawn mentioned that the team would have to comply with the social media policy for safeguarding and one person would need to sign off any communication going out from St John's.

- Peter has emailed Sally, Geri and Ros with his thanks for their work with Lighthouse on Sunday mornings.

7. Safeguarding

Dawn had a meeting with PW and LH in late 2024 to look at the new safeguarding standards introduced. She had circulated the safeguarding dashboard, the Promoting a Healthy and Safe Culture, the Code of Safer Working Practice and the Safer Environment and Activities document.

The Lone Working and Appropriate Boundaries Procedures are included in the Safer Environment and Activities document. It is important that group leaders know their safeguarding responsibilities. To this end Dawn is to hold meetings for group leaders and PCC on 22nd and 30th January 2025. The Code of Safer Working Practice sets out how people should comply with safeguarding procedures. Volunteers will be asked to sign a copy of the code. Signed copies will be kept by an accountable person to comply with data protection requirements. Within the Safer Recruitment and People Management procedures

there is the requirement for volunteers to have an induction and settling in period and regular reviews on how things are going. To help us manage all these requirements all church activities and role holders are now on the safeguarding hub. Dawn will be providing individual groups with specific information for their group.

In the event of a safeguarding disclosure PW or Dawn, as the Designated Safeguarding Officer would report to the Diocese Safeguarding Officer.

Dawn has reviewed safeguarding messaging, there are new Safeguarding posters in most areas of the church. There is now an updated safeguarding section on the St John's website and safeguarding information is being added to the weekly mail chimp. However, not everyone (namely, the Ark or Messy Church) receives the weekly mail chimp. To help get our safeguarding information out to those congregations the same safeguarding information will be added to the Ark and the Messy Church Mailchimp's. Aside from the safeguarding messages it would be helpful for all congregations to receive Peter's Pastoral letter.

The PCC went through the Promoting a Healthy and Safe Culture safeguarding worksheet (1A). The main issue was to consider our strengths of our church culture, our weaknesses and to come up with some actions to help promote a safe, compassionate, and healthy culture within the church. Communications could be improved to reach all congregations. As the worksheet covered a lot of issues PCC were asked to let Dawn have any further reflections. In an earlier discussion, Peter had put forward a course for Lent called 'Everybody Welcome' by Bob Jackson and G Fisher, which will be run in church and be commended to house groups, this would help support many of the characteristics of a healthy and safe church culture

Action Point – Peter to discuss with Bev how the Pastoral letter can be distributed on all Mailchimp's.

PW

Action Point - PCC to email Dawn with any feedback on the questions and possible actions. Peter to run Everybody Welcome course during Lent to support the positive characteristics.

PCC

Overall, it was felt that St John's has an inclusive and consultative leadership style within PCC and the clergy team (also a strength).

Dawn told PCC she has had conversations with people who had suffered abuse in the past and that they feel happy and confident at John's.

Some PCC members are due to renew their safeguarding training. Dawn will be in contact with the individuals concerned.

CW expressed her thanks and from the PCC for all the hard work Dawn is putting into the role of Safeguarding officer.

8. PCC Preparations

It was decided the APCM would be held in church on Monday 12th May 2025.

KO mentioned the names of those members due to finish their term of office and will contact everyone individually to see if they wish to stay on. Most PCC members are serving a second or third term already. She will also organise the writing of reports.

Action Point – KO to organise reports for APCM

KO

9. Feedback from the 4th Sunday questionnaire

The change in format from the Celebration service to a café-style service with breakfast was initiated by the growth group meetings and had been running from June 2024. The steering group was started in response to PCC considering how St John's link our three congregations.

Eighteen people responded, eleven of which generally felt positive about the change in service format. Many said they liked the informality, creativity, and ability to participate in discussions. Others missed the Celebration service, found tables a barrier, and thought the service was too long. The breakfasts have been sparsely attended so far. Most people said they preferred the service to stay at 10am rather than go to an afternoon.

There was a lot of positive feedback from the Explore Service of 12th January 2025. Coffee was served before and after the service, there was a relaxed atmosphere and lots of sharing. James felt we should not give up on the service or the breakfast and that it needs a team to co-ordinate it. PW suggested we build an intergenerational service for Mothering Sunday on 30th March and invite people from The Ark and Messy Church. 4th Sunday breakfasts could continue if there was someone to run them.

10. Social events and fundraising

PCC are responsible for the church events. There is a fundraising meeting on Friday 16th January 2025.

11. Reports

1. Wardens and Standing Committee – minutes circulated. No update.
2. Finance Committee
 - The December figures had been circulated prior to the meeting. Total income has increased due to hall hire and most things have come in on budget.
 - We have £46.5K in the roof fund. Caroline Watson proposed that we obtain a quote for the roof works because we are now drawing near to the target with a number of planned fundraising events coming up. The PCC will underwrite any final shortfall from reserves provided the quote comes back in the area expected so that we can get the work booked in. Seconded by Caroline Elston. All in favour.
3. **Property**

New electric ovens will be installed in February and the gas will be disconnected next week. A new Wi-Fi heating control system will be installed in church and an infrared heater in the vestry.
4. **Environment Committee** – no report.
5. **Steering group**

James reported that there were two new parents at Messy Church yesterday. The outreach through Clip'n' Climb with the older children was successful and Sally S is looking to create an older children's group. Jan is happy to continue for a while with the toddler's group and we need to continue to pray for the Open The Book Team. They have two new recruits.

The Steering group have met Natasha who is part of Barnabas to consider intergenerational worship and has also had a meeting with Liz Morten who is helping with mission to young families. She is willing to come and share with church what we are trying to do. Friday morning 9am prayer meetings have re-started in church.
6. **News from the diocese, deanery, deanery synod, CTI.**

There is still a vacancy for an incumbent in Silsden.

There is a zoom deanery synod meeting on 12th February and Hilary Davies will

KO

be delivering her talk on her recent trip to Palestine.

Action Point – KO to send out zoom link to PCC.

12. Items for next agenda

Year end accounts and mission budget.

13. AOB

- Open the book started today. The roof at the resource centre has fallen in. We need to pray that this gets sorted.

- Sharon shared a community event that worked well at the Beech Hill Church in Otley, making Christmas puddings. A good example of outreach.

- Mike Beatham emailed about saving the bookcase and displaying the books.

Caroline W explained that we now rotate books at the back of church and make sure they are relevant. The children now have their own new display for books.

Action Point – PW to respond to Mike Beatham.

PW

14. Date of the next meeting

PCC Mondays

10th March 2025

WSC Wednesdays

13th February 2025

The meeting closed with The Grace