

**Minutes of the Parochial Church Council Meeting of St John's Church,
Ben Rhydding, on Monday 10th November 2025**

In attendance: Rev Peter Willox, Karen Oxtoby, James Wright, Caroline Elston, Caroline Watson, Mark Gurney, Mary Bulook, Nicola Stewart, Janet Munro, Sharon Crosby, Andy Rayment.

Apologies: Sylvia Walker, Miranda Armitage, Lynn Haygarth, Dawn Jenkins, Debbie Walker.

1. Opening Prayer

The Rev. Peter Willox opened the meeting in prayer.

2. Apologies

Apologies for absence had been received from Sylvia Walker, Miranda Armitage, Lynn Haygarth, Dawn Jenkins, Debbie Walker.

3. Declarations of interest

None

4. Approval of PCC Minutes 8th September 2025

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

5. Any other business

Items for Any Other Business were requested at this point to be discussed at item 14.

6. Matters arising and pastoral news

- Peter has approved the Sides People job description.

KO

Action Point – KO to send out to 10 am Sides people on WhatsApp.

- The PCC clarified with Peter that the person employed as Pastoral lead should have a pastoral presence at the toddler groups but not be responsible for leading them and should act as a bridge between the groups and the main church, encourage faith and be aware of social issues.

This comes at a time when the leaders of the Wednesday and Friday toddler groups, Dave and Elaine Atkinson will finish at Christmas. They have done a fantastic job. Elaine has been telling parents they are leaving.

Action Point – PW to drop in to see if anyone might be able to lead.

PW

It is important that we recruit a new leader from church for a Wednesday and for a Friday. They need not be the same person.

Peter is about to inform parishioners of the Pastoral Lead post in a pastoral letter. Caroline W, Andy R and Lynn H to be on interview panel.

- The Purple Room – PW/CW and LK still need to meet to draw up a formal contract.

PW/CW/LK
MG

- Action Point - Mark to set up an account for Peter on Facebook as the accountable named person for St John's Church.

- PW and MB may take on a mental health support group. CE can no longer do this.

7. Five and one-year plans

Thanks to Caroline Watson for producing the one and five-year plans. These were drawn from the steering group, the welcome course and PCC evening in June. PCC discussed the year-one priorities and what church could put on in terms of nurture courses.

Courses

Peter is planning a course for people new to faith in the new year. He has identified a course called 'The Way of faith' which is a 15-week course. Peter may run a

taster session first.

PW

Action Point – to publicise the course in a leaflet to be handed out at the Christingle.

Growth Groups

Action Point – PW and AR to discuss the current growth groups, what is available and resources. To create a leaflet and try to target those that don't come to church every Sunday.

PW/AR

4th Sunday Service in January 2026

Action Point – To invite parents to the service on 4th Sunday in January via a flyer in the bags at the Christingle.

PW

Publicity Team

Bev is happy to be involved but not to lead. No one else is currently forthcoming. It is so important that we give priority to publishing our own events before others as we have accidentally published outside events and forgotten our own.

James suggested the plan's priorities be made in to points of prayer in the main service.

With regards to what happens in four to five years' time, Peter mentioned once more that there may not be a fulltime clergy and that we need to be prepared for that.

A new lunch will be held on the third Sunday in November and December as a result of the meeting James held in October to look at access and inclusion. This is as much about combatting loneliness. Bev will put a Mailchimp in the notices to publicise. It may be able to attract non church goers too.

The one- and five-year plans were proposed by Caroline Watson, seconded by Janet Munro and all were in favour.

8. Communion

Peter had conducted a survey on whether parishioners wished to go back to using the chalice or stay with the small cups and variations of the two. This was following the letter from Bishop Nick who had informed the clergy that holy communion using small cups instead of the chalice was illegal. The Legal Advisory Committee state it is not illegal but traditional. Out of sixty-five replies forty-nine said they would prefer to stay with the individual cups.

Action Point – To put the results of the survey up on the screen for people to read.

PW

There are no issues with continuing the practice of small cups in the deanery. Forty-nine people had no objections to having non-alcoholic wine available, eleven people did object. Some non-alcoholic wine will now be available.

9. Coffee not kids

Margaret Beatham has asked to use the lounge on a Friday morning for a coffee and chat for parents of school children for a half term from 9th January to 13th February. The PCC agreed.

Action Point – KO to inform Lisa King of the dates

KO

Action Point – To advertise this in the notices and in the Christingle notice.

10. Reports

Wardens and Standing Committee

- The report from 9th October had been circulated prior to the meeting.

So far £3K has been spent on the organ to make it playable. A rebuild would cost around £200K. It would also be extremely expensive to dismantle and remove.

The organ sound on the keyboard is however very good.

There is a need for more musicians as there are gaps during the month when the current musicians are not available to play. A couple of people have come forward to offer help. It was suggested and agreed that the fifth Sunday change from a Celtic-style service to one that contained more traditional hymns selected by the congregation and to include some testimony. PCC thought that was a particularly good idea and that we should try it.

Action Point – This will need communicating.

Property

The Property report had been circulated prior to the meeting. Water is coming through the tower room, but this is being addressed.

There is currently an overspend in the maintenance budget.

The church clock is assessed by Bradford Council for free. This is a welcome surprise.

The quinquennial was conducted in February 2024 with no report forthcoming and then again in September 2025. The report is due imminently. We need the report to inform the budget for 2026. Caroline W will bring the draft budget to PCC in January.

Finance Report

The finance report had been circulated to PCC prior to the meeting.

-The share request has come out and is £113273 for 2026. Someone from the diocesan finance team will visit St John's to consult with PCC and negotiate the next three years requests.

- Peter requires a better laptop and will swap to the one used for the visuals.

- A desk top will replace the laptop for the visuals and we will progress from zoom to streaming. This will give us the opportunity to put recordings on YouTube and on the church website. Recordings on the website could enable people looking for a church decide to try out to St John's. The PCC agreed to authorise a maximum spend of £1500 for the desktop tower and monitor.

Safeguarding

The Report and documents were circulated prior to the meeting together with Dawn's notes in her email from 2nd November 2025.

Thank you to Dawn for her amazing work as safeguarding officer for St John's.

- The role is a legal requirement and the PCC has collective responsibility to ensure that the work is complete. Dawn will step down at the end of 2025 and so far, no one has come forward to take it on.

- The PCC gave approval for Dawn to accept the hub services agreement on behalf of the PCC.

- PCC were unable to discuss any actions as a consequence of the answers to the two work sheets.

Action Point – Agenda item for January PCC.

- PCC agreed to making available the safeguarding booklets in any activities run for children.

Environment Committee

The environment committee and carbon net zero group reports had been circulated prior to the meeting.

- The Environment Policy is due for review in November 2025 but this must now include a climate resilience plan. The PCC agreed to delay the review for twelve months.
- Karen referred to Roger's email to PCC asking us to reconsider the cancellation of the lawn treatment by Lawn Force. Karen had sought further information about the treatments used from Lawn Force. This had been discussed in the Wardens and Standing Committee, the Environment Committee and then brought back to PCC with all the facts. PCC decided we should not let the lawn get into the state it was in prior to Lawn Force treating the grass in 2018. PCC decided we should ask Lawn Force to recommence the grass treatment, excluding the section adjacent to the lonicera hedge by the allotments and to ask if they knew about any less harmful treatments that could be used.

Action Point – Environment Committee to enquire of Arocher what they recommend as a grass treatment.

Environment
Committee

Pastoral care

Items of pastoral care were shared within PCC to enable members to pray for those people in need.

11. News from Diocese, deanery, deanery synod, CTI

Bishop Nick retires this month and Bishop Toby has taken on the responsibilities. A Deanery Synod meeting was held at St John's in October led by Dawn. All posts are now filled in the deanery. A Remembrance Day service was held yesterday in the memorial gardens in Ilkley with the churches and uniformed organisations.

12. PCC Soundbites

- PCC has accepted both a one-year and five-year plan which sets out objectives for moving forward in ministry and mission.
- Thank you to Dawn Jenkins for all her hard work in her role as Safeguarding Officer who is stepping down at the end of the year. We urgently require someone to take on this role. Please would you consider volunteering, everything is already set up. Help will be available.
- Dave and Elaine are stepping down from running the Wednesday and Friday Toddler groups and we need some people to run these groups. Can you help?
- On 5th Sunday of the month the service will include more traditional hymns. If you have any suggestions, please contact the clergy or wardens' team.

13. Items for next agenda

Discussion of safeguarding worksheets.
2026 budget.

14. AOB

Stewards are need for the two Christingles.

15.

Dates of future meetings

PCC Mondays

12th January 9th March

WSC Wednesdays

Wednesday 10th December, Wednesday 4th February

APCM

Monday 18th May 2026

The meeting closed with The Grace.

