

**Minutes of the Parochial Church Council Meeting of St John's Church,  
Ben Rhydding, on Monday 6th January 2020**

**In attendance** – Rev Peter Willox, Karen Oxtoby, Caroline Elston, Suzanne Mills, Amy Stidworthy, Bill Marwick, Sylvia Walker, Kathleen Balfour, Nikki Gibson, Kath Hannam and Lynn Haygarth, Dawn and Charles Jenkins.

**ACTION**

**Apologies:** Roger Houghton, Jan Copsey, Miranda Armitage and Margaret Beatham

**1. Opening Prayers**

Peter Willox opened the meeting in prayer.

**2. Apologies for absence**

Apologies had been received from Roger Houghton, Jan Copsey, Miranda Armitage and Margaret Beatham.

**3. Declarations of interest**

To be advised during the course of the meeting as appropriate.

**4. Approval of minutes of the December 2019 PCC meeting**

The minutes were accepted as a true record of the meeting. Proposed: Kathleen Balfour and seconded Suzanne Mills.

**5. Any other business**

Peter asked for matters of any other business to be mentioned to him at this point for discussion later in the meeting. These were duly given.

**6. Matters arising from PCC Minutes**

**1. Christmas - review**

KO commented that Peter needed more help setting up chairs for the Christingles so that he did not have to do this himself. We need to think about putting together a team next year so that Peter is not over burdened. There were 570 people at the two Christingles with the second service much more popular this year. There may have been some confusion regarding the two collections, The Children's Society and the Toilet Fund but the amounts received were fairly similar. People enjoyed Peter and Jan's singing too. Caroline also received positive feedback from the Carol Service.

Peter thanked Mark for his piano playing and people commented on how they enjoyed Oliver Watson's saxophone playing on 29th December at the baptism.

The 8am Service on Christmas day went ahead, although it had originally been cancelled. Ten people attended.

**2. Messy Church**

The notices about Messy Church and Cake and Chat had been amended and Caroline and Sylvia have gone through dates for 2020 for Cake and Chat.

**3. Children's Work**

This is becoming urgent for new leaders and helpers. Ros (who leads the crèche) and Sally de la Poer, (who leads Lighthouse) have had to join forces in the hall. Sylvia commented that no one had signed up to help or lead Lighthouse in the coming week. A discussion ensued as to how to make the services more child friendly in the holiday time such as Christmas. Fiona, Sally and Hilary did end up taking the children out even though childrens groups had not been planned for that Sunday. It was requested that we have more child friendly services over Christmas and that we make it clear in the notices when there are no childrens groups on. Peter said this needed to be brought back in to a wider discussion within the Messy Church Team, Wardens Team and Childrens leaders.

**Action Point - Further thoughts and discussions required.**

PW

4. **Succession planning** - see item 9.
5. Worship and hall bookings. Worship services are to take precedence over any other bookings.  
**Action Point - Peter will talk to Sandy about this.**  
Sandy does an amazing job with hall bookings.

PW

#### 6. **Dementia Friendly church**

- Peter asked Lynn if she could prepare a talk on what it means to become a dementia friendly church and how we achieve this. Lynn will let us know when she can do this.
  - There has been a request through Peter Mate of the Rotary Club to host an afternoon of entertainment for people from various care homes on 11th May with St John's people helping with the food in the kitchen. This would be in addition to our Care and Wellbeing Cafe and Cake and Chat groups. Lynn commented that it was a huge, almost unmanageable event last year with a lack of clarity on who was actually running the event. It was decided to go back to Sandy to say that 3 similar sessions in one month is too much. It needs to be run by the Rotary Club, not St John's. There can be no more than 100 people in the hall and The Rotary Club must do the food themselves and have the appropriate insurance cover.
- Action Point - PW to communicate the above to Sandy.**

PW

### 7. **Reports**

#### 1. **Property and maintenance**

Charles and Suzanne have been working on the faculty for the toilets and need a signed copy of the minutes giving permission from the PCC. Suzanne says she also needs the pictorial plans for the pews and what we want it to look like. This will form part of the same faculty.

**Action Point - Peter to endeavour to put something together.**

PW

Suzanne asked if we really needed the trees trimming this year. Very detailed information is being requested by the council and on the faculty. It was decided by the PCC that this could wait another year and should be an agenda item in September 2020.

**Quinquennial** - The Action plan for the quinquennial is on-going.

Lynn commented that the light at the side entrance to the church was poor. It may just be a case of changing a battery but Peter will see what he can do and possibly investigate solar lights.

**Action Point - Peter to try to improve the lighting to the side entrance.**

PW

**Lighting** - Suzanne received an estimate for a new LED lighting scheme. 52 lights at £12.5K + VAT likely to total £30K + VAT. We are currently paying lighting engineers £1000 per annum to change a few bulbs due to scaffolding requirements. The lights would be dimmable and the system should save on energy costs but we would have to fund raise the whole amount to achieve this. This will be further discussed at a warden's meeting.

Suzanne was asked to go back to Mike Overton to see if there was a cheaper option.

**Action Point - SM to contact Mike Overton as above.**

SM

#### 2. **Finance Committee**

Charles informed the PCC that Julia had given an estimate on the draft year-end figures.

After paying £95K in share Julia is predicting a £1738 deficit where the money we thought we had left has been absorbed by payments outstanding.

We need to inform the finance department of the diocese of the amount of share we intend to pay

#### 3. **Mission Committee** - this committee is due to meet on 22nd January 2020 when the mission budget will be discussed.

The mission focus for January has been changed to CTI2000.

#### 4. **Deanery Synod**

We have received a letter to say St John's are entitled to 4 Deanery Synod places from 2020. Currently Dawn and Lynn are the representatives from St John's.

#### 5. **CTI**

There was a different layout to the CTI Christmas card this year.

Peter is to meet with Shannon of Ben Rhydding Methodists to discuss joint Lent and Easter services. CTI are holding a week of Christian Unity at Pentecost where people will be encouraged worship in different churches.

**8. PCC Away afternoon** - Dawn circulated a resume of the challenges we discussed at the Away Afternoon concerning Messy Church, Children's work and how we could communicate to the wider community. We need to identify where God is working now as well as discern God's call in our community. Can we utilise our church space and hold an Open Coffee morning. People that come in to church may at the same time notice all the things going on. How do we find out what the community needs? Could we deliver a newsletter with a questionnaire? Can we launch an initiative around climate change? Could we run a youth group maybe at the Holly Garth to help the children at the other side of the parish? This discussion will be continued at the Wardens meeting and remain on the agenda of future meetings. Peter thanked Dawn for facilitating this discussion.

**9. Annual Meeting prep (APCM)**

It was decided this would be held on Monday 20th April 2020.

**Action Point - KO to find out who is standing down or staying on the PCC and draft a timetable for completion of the reports.**

**KO**

**10. AOB**

- On 8th February 2020 there will be a special morning in church for people who lead the intercessions and anybody who is interested in doing so.
- Julia is obtaining quotes from the utility companies and will present her findings to the PCC in February. If we switch to green energy we may be able to apply for the ECO church bronze award.
- Peter has spoken to Karen Palframan about re-launching the Fair Trade initiative. Peter proposed that we continue to be a Fair-Trade church.. All were in favour.
- Peter had received an email from Roger concerning church maintenance which suggested we consider employing a caretaker by diverting some money from one of the budgets that may in future no longer be required. Meanwhile, Bill suggested we set a date for a volunteer spring clean of the church.

**Action Point - To arrange a suitable date.**

**BM**

**11. Pastoral issues**

We remembered people in our church who are in ill health or who have been recently bereaved. Sylvia informed the PCC of the amount she had spent on pastoral care. It was decided by the PCC that Sylvia could spend up to £100 on items she deemed appropriate as well as to claim her petrol money.

**12. PCC Soundbites**

1. The date of the 2020 Annual Parish Church Meeting (APCM) has been set for Monday 20th April in the church hall at 7.30pm. At this meeting we will be seeking to elect 4 PCC members, 4 Deanery Synod members and one Church Warden. PCC meetings are normally held on the first Monday of each month except August. Please consider whether you could take on one of these roles. If you would like to discuss this further please speak to any of the clergy team or our wardens, Caroline Elston and Suzanne Mills.

2. At the PCC we decided it was time to hold a volunteer annual Spring Clean Day at church. The date will be confirmed soon.

3. The PCC is continuing to discuss and pray about how to engage with our community. If you have any particular ideas that you wish to share or suggest please speak to Dawn Jenkins or any of our Clergy or Warden Teams.

**13. Date of future meetings**

3rd February and 2nd March 2020.

**14. Dates for the diary**

Parish Giving scheme training 23<sup>rd</sup> January 1.30 – 4pm, St. Peter's Shipley; 18<sup>th</sup> Feb Synod at Cowling with Bishop Toby – 7.30pm; 22<sup>nd</sup> Feb Refugee day at St. John's; 23<sup>rd</sup> Feb Speaker from CAP at 10am service; 26<sup>th</sup> Feb Ash Wednesday, APCM 20th April at 7.30pm.

The meeting closed at 22.30 with The Grace.

