

**Minutes of the Parochial Church Council Meeting of St John's Church,  
Ben Rhydding, on Monday 22nd June 2020 via zoom**

**In attendance:** Rev Peter Willox, Karen Oxtoby, Caroline Elston, Amy Stidworthy, Sylvia Walker, Miranda Armitage, Margaret Beatham, Miranda Armitage, Dawn and Charles Jenkins, Jan Copsey, Bill Marwick, Kathleen Balfour, Kath Hannam, Suzanne Mills.

**Apologies:** Nikki Gibson, Lynn Haygarth.

**ACTION**

**1. Opening Prayers**

Peter Willox welcomed the PCC to the meeting and opened the meeting in prayer.

**2. Apologies for absence**

Apologies - Nikki Gibson

**3. Matters Arising**

- a) Suzanne had spoken to the contractors regarding a date for starting work on the toilet refurbishment. There is a chance the work could start in 3 weeks provided that the builder procure plaster to complete the works. Caroline mentioned that we still need to ensure we specify to the builder the make and type of sanitary ware required and the decision not to install hand dryers due to health and safety considerations.

**Action Point - SM and CE to meet the contractor to sort out the finer details.**

The PCC approved the move back to paper towels as a more hygienic measure.

**4. Finance**

- a) John Tinkler, Andy Rayment and Karen Gardner (erstwhile book keeper, warden and treasurer) are to be removed from the internet banking facility. Proposed CJ, seconded KO. Julia Jordan, Charles Jenkins and Karen Oxtoby were approved to operate the internet banking facility. Proposed JC, seconded SM.
- b) Charles advised that Julia needed to re-present the 2019 accounts for approval at the July meeting so that they could be submitted to the diocese by 31st July 2020 regardless of whether they had been independently verified or passed at an APCM.

**5. Practical considerations of unlocking the building.**

Peter referred to the document 'Lifting the Lockdown' which encompasses guidance from the government and the Church of England. We are now going in to the yellow zone which allows people into the building in limited numbers for private prayer. Soon funerals, small weddings and baptisms may be allowed.

Social distancing, if reduced to 1m will allow more people. The 2metre rule merely enables 10 people to be seated in church. Singing will not be possible.

Areas to address:

**a) How are we doing at keeping connected pastorally in worship and fellowship?**

St John's has tried to cover all bases whether people get the service by zoom, email, paper copy. A ringing tree has been established. Some people are not happy with zoom but can still enjoy the service via email. Our zoom services may still be reliant on Andy but in his absence the service can still be streamed from the sheet through SharePoint. Peter asked us to make a note of comments made by people on how they are on the different platforms.

**b) Health and safety risk assessment of the building.**

Peter has done a preliminary scan around the building but welcomes an independent look from others. Caroline suggested the building be opened for an hour or so possibly on a Wednesday evening and then on a Sunday afternoon. The 72 hour closure should then negate the need for cleaning. Cards on seats could indicate where people had sat, doors

could be kept open to avoid touching the handles. Stewards could be on hand to supervise and direct people to where they can sit. Miranda said her daughter had mentioned that some of CYFA could help out. Sylvia suggested having a display board with reflective pieces on for people to read. Numbers may have to be limited to 10 people. Sunday could be run on an appointment system where people book in with Peter in advance.

To avoid any building work and the associated disruption it would be better to open for an evening.

A discussion ensued about opening a prayer garden on the west side of the church, open to the Ark, Messy Church and the community by setting up a prayer tree similar to the model used by the Ark. Craft resources are immediately available. Prayers could be written on fabric.

**Action Point - To set up a working group to set up the prayer garden.**

**Kathleen B, Margaret, Amy, Sylvia and Dawn volunteered to take this forward .**

DJ/KB/MB/SW/AS

**Dawn will put down some ideas and send around by email. Margaret may hold a meeting in the church grounds and phone Dawn about it.**

**Action Point - Peter to publicise in the notices/put on the website and Ilkley Chat.**

**Amy to create an A1 poster to include the Prayer garden and Messy Church caterpillar.**

PW  
AS

Peter, Suzanne, Kath H and Caroline volunteered to do church supervision.

**Action Point - Peter to construct an email regarding this.**

A possible date for opening could be Wednesday 1st July after Katie has cleaned the premises.

PW

Can we ask the rest of church for other volunteers who may be willing to help with the opening up of the church especially in terms of stewarding?

- c) Peter shared a document 'Developing a staged opening plan' We are currently in stage 1.

**Action Point - Peter to email the document.**

The document goes through 4 stages. Stage 4 may mean changing to a multi congregational model where more smaller services are held. We need to regain the ability to engage more people and to continually review what we are doing. This is an exciting opportunity for change which needs to be prayed through.

6. The date of the next meeting is Monday 6th July when the Annual report will be approved. The date of the APCM is set for Monday 5th October.

## 7. AOB

Peter expressed his thanks to Caroline for staying on longer as warden due to the new regulations and reminded us of the need to find a new warden and assistant warden.

The meeting closed at 21.30.

The date of the next PCC is Monday 6th July at 7.30pm via zoom.