

**Minutes of the Parochial Church Council Meeting of St John's Church,
Ben Rhydding, on Monday 24th August 2020 via zoom**

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

Apologies: Nikki Gibson, , Lynn Haygarth, Caroline Elston.

ACTION

1. Opening Prayers

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

2. Declarations of interest

There were none.

3. Apologies for absence

Nikki Gibson, Lynn Haygarth and Caroline Elston.

4. Minutes

The minutes 06 07 2020 were proposed by Suzanne Mills, seconded by Bill Marwick and approved unanimously.

5. AOB

Sylvia requested an AOB slot for the end of the meeting.

6. Matters Arising

1. Prayer Garden

Margaret and Amy set this up and it has been publicised but there has been a slow uptake thus far including the caterpillar feature. It could be that the trees are more noticeable in the Autumn We need to keep people aware of both the prayer garden and caterpillar. Thanks to Margaret and Amy.

7. Reports

1. Property and Maintenance

- Suzanne reported that the reconfiguration of the toilets is progressing well and the work may be complete hopefully within the next month. Sheila Overton, architect, has taken over from Liz Hastier in making decisions as far as the building work is concerned and the builders are aware that the project needs to be completed before we open up the church. This might fit in with hiring out the hall again in October.

- PW has had a conversation with R Haines re the Janet Haines legacy and reports that Roger is happy for it to be put towards a new lighting scheme.

- SM mentioned there may be a grant available towards repairs of the Tower Room.

- Roger Houghton had had a conversation with our contract gardener who said the gutters would need cleaning out. Bill has already cleaned the gutters on the west side and saw no further blockage. There could be a blockage in the gully between the lounge and church.

This will require further investigation in the Autumn.

- Kate and Roger want to step down from looking after the grounds. We could do with a small grounds team.

Action Point - KO put in PCC News and email John Tinkler.

KO

2. Finance

- Charles reported that the 2019 accounts had been submitted to the diocese by the 31st July 2020 deadline and that they were now asking for the verified accounts by 7th September 2020. Due to the ill health of our current independent financial examiner Julia is now investigating who might fulfil the role and we may have to pay for the service. She is looking into the West Yorkshire Charity Accounts Service. This will be dealt with through the standing committee. Another possible contact was passed on the Charles.

- Charles mentioned it would be necessary to re assess the budget against current spending due to Covid. This will be dealt with within the finance committee.

- Peter has sent out a questionnaire to our hall hirers to gauge when they would like to return. Their return may well be staggered, some are keen to start back and others more hesitant.

We may need to review our charging policy. Being Covid-secure may mean they can offer a service to fewer people per session.

3. **Deanery Synod**

Two sessions have been held via zoom. Dawn reported that the first session was to consider the questions posed by Bishop Nick that the PCC also had also discussed in its meeting of 1st June. The last session looked at opening up churches to resume worship with the ensuing challenges that lay ahead.

4. **CTI**

Ministers have been meeting online and an email has been circulating about the 2020 Remembrance Day service.

5. **Mission Committee**

This committee has not met.

6. **Messy Church**

Margaret reported that they had held two Messy Church zoom sessions but only the leaders had attended the second one. Postcards will be sent from Messy Church to everyone on the mailing list. Due to GDPR constraints this means the task will fall to Peter.

8. **Reopening church for worship**

During the last six weeks Dawn has headed up a working group tasked to look at how we might safely re-open St John's for worship from 6th September 2020. The proposals of the group and accompanying information leaflet had been circulated to the PCC prior to the meeting.

In brief, face coverings must be worn, social distancing maintained, no singing by the congregation and hand sanitizer is to be used. The size of church would mean only a total of 30 people including the clergy could attend a service. Protective equipment and sanitizer has been ordered and a process for receiving donations organised. Kit to enable the service to be zoomed from church costing £300 has been ordered and Julia Jordan is looking in to adding on an answer phone retrieval service to the current package @ £3/month to enable remote call retrieval.

We are unclear at the moment what the demand to attend services will be, if the demand is high people will may need to book to attend, once this is clear further information will be made available on how a booking system will work, in the event that one is needed we will aim to keep it simple using email or by leaving a message on the phone.

A lengthy discussion ensued regarding the time, format and frequency of worship. Specific constraints include the need for cleaning. After thoughtful discussion PCC agreed to offer the following pattern of worship from 6th September for a two month period :

Every Sunday: 08:45am Said Holy Communion in Church.

On-line Zoom Services:

1st Sunday 10:00 am worship.

2nd Sunday 10:00 am Explore together, a different way of exploring the Bible.

3rd Sunday 10:00 am worship.

4th 10:00 am Sunday Celebration praise.

On-line Evening prayer zoom 2nd & 4th Sunday at 6pm.

last Private prayer session will be on Wednesday 2 September

The above worship pattern will be in place for September and October and will be reviewed in light of guidance and once we can commence zooming services from church.

Proposed: Dawn Jenkins, seconded Jan Copsey.

9. **Church hall and lounge hiring**

Peter referred to the Action with Communities in Rural England (ACRE) document that had been circulated to the PCC during August and had been useful in helping Peter consider how St John's might safely re-start to hire out the building. Lisa King has offered to help Peter in putting risk assessments in place. Peter has also sent a questionnaire out to the hirers to assess their needs. Peter asked if anyone wanted to join a hall hire working group. St John's hope to be able to invite some hirers back in in October. The hirers will be responsible for their own cleaning. St John's shall provide

cleaning materials and a checklist. Cleaning will be more to do with sanitising surfaces, toilets and door handles..

Action Point - PW to send out risk assessment and plans for coming back in to hire to the PCC towards the end of September 2020.

PW

10. Consideration of letter of Tony Watson

Tony's letter of 4th July 2020 had been emailed to the PCC prior to the meeting. The PCC appreciated the points Tony put forward about considering how St John's in our own community of Ben Rhydding 'proclaim the good news and set people free ' and what that might look like now and in the future. This is set against the context that in our local and national lockdowns we, as a church, are currently extremely restricted and St John's may indeed not appear to have a visible presence or even relevance at this moment in time within the local community.

The feeling was that we need to build people up and encourage one another and have a bigger vision of doing something in the community. It was noted that prior to lockdown the PCC had been discussing what else we could offer the community on the Monday afternoons when Cake and Chat and the Care and Wellbeing Cafe were not being held. How can we use our space effectively for community groups? Can we offer surgeries in mental health; run courses ; work with charities such as Christians Against Poverty? Can we delegate to other groups? Our PCC Away Day in November did consider Community Engagement in greater detail with a view to greater involvement in the community

Action Point - PW to contact Tony to see how his thinking had progressed since July and report back to PCC and possibly invite Tony to speak at the PCC.

PW

11. APCM preparations - APCM 5th October at 7.30pm.

Action Point - KO has requested the usual reports to be sent to her asap and will chase up.

KO

Vacancies:

- 1 Church Warden
- 4 elected PCC members - 3 year term
- 2 elected PCC members - 2 year term
- 1 elected PCC Member - 1 year term
- 4 Deanery Synod Representatives
- 1 Safeguarding officer
- 1 Electoral Roll Officer

Four people have been nominated for election to the PCC (all currently on PCC). With there being so many vacancies if was decided to allow people to nominate themselves for a single year if that made the roll more appealing.

Action Point - KO to ask John Tinkler to put in the weekly notices every week.

KC

12. Pastoral Issues

People's needs were discussed in confidence in order that we can lift them up in prayer.

13. PCC Soundbites

Church opening from 6th September, PCC and other vacancies.

Action Point - KO to liaise with John Tinkler.

KC

14. AOB

Sylvia showed us the ECO Church Bronze Award she had just received for St John's. Well done to Sylvia and the Environment Committee.

Everyone agreed the wildflower garden created this year had looked spectacular. Consideration will be given to extending it next year.

15. Date of next meeting

Monday 21st September via zoom at 7.30pm.

The meeting closed at 10.23pm

