

St Peters Church PCC Minutes
27th January 2026
7pm – 8:30pm The Gallery, St Peter’s Church

Chair: Karin Shaw

Present: Karin Shaw, David Hipkin,
Helen Camm, Judith Simpson, Hilary Paxton, Alan Garrow (minutes), Sian
Lockwood (minutes), Paul Harris, Kate Blake, Mike Davies, Tim Robinson.
In attendance: Wendy Lewis (PSO)

Apologies: Jan Edwards, Beverley Cooper, Steve Gibbin, Heather Swarbrick, [Richard Jackson]

1. Welcome and prayer

KS opened with LYCIG prayer

2. Bible Reflection

Mike led a reflection on John 13 v34 - Jesus’ call for his disciples to love one another. He asked us to consider what love requires of us each here at this meeting.

3. PCC Secretary Update

Alan reported that Diane Davenham is not yet ready to take up this role. Until we find a new PCC secretary, Alan and Sian will share minuting the meetings.

4. Acceptance of Minutes

The minutes of the meeting of November 25th 2025 were accepted without alteration.

5. Matters Arising from November’s Meeting

There were two matters arising that will not be addressed at any other point on the agenda:

5.1 Sian is yet to meet with Gill Payne to agree accommodations needed to comply with Martin's Law. Wendy will join the meeting as this also comes under her responsibility as PSO. **Action: Sian/Wendy**

5.2 Church anniversary celebrations. Alan noted that another date around which celebrations can be grouped is 3rd October.

6. Building Project

6.1 Sian presented the outcomes of the consultation with the congregation on 'vision and building' on 10th January.

- 87% of people completing the survey expressed broad support for the vision. This broad support was reflected in discussions at the meeting on 10th January.
The PCC spent time discussing the wording of the vision, with varying views. Kate will do some further work to sharpen up the wording. Other members of the PCC are invited to contribute their thoughts to Kate outside this meeting. **Action: Kate**
- People completing the survey and at the meeting recognised that the current layout of the building posed some restrictions on what we could do and the majority were open to some level of greater flexibility
- People at the open meeting recommended wider consultation (noticing the groups not represented at the meeting and possibly not represented in the questionnaire responses).

6.2 The PCC spent some time considering next steps. Sian/Alan had recommended that we should:

- Circulate a summary of conclusions (the third appendix – **Alan action** for next Sunday)
- Agree the question(s) that should be asked in the wider consultation with the congregation
- Invite responses from wider (and more specific) groups. **Action: Alan/Mike/Sian**
- Plan Sunday Worship with a focus on the vision and our building. **Action: Alan**
- Visit churches to see examples **Action: Alan/Sian to organise**
- Consultation with the wider community about how people would like to see the building used.

Alan showed images from re-orders at All Saints Ilkley and St Michael and All Angels Hathersage. The PCC agreed that these were important to help people imagine what might be possible.

The PCC agreed with the broad approach and their discussion focused on the best way to approach a wider consultation with the congregation. Sian and Alan had suggested two possible sets of questions:

1) **One**

Q1: How could we use more flexible space to fulfil St Peter's vision?

Q2: How could we create more flexible space? For example:

- Remove some pews
- Remove all pews
- Make the pews flexible

2) **Two**

Q1: Which option do you prefer?

- Keep the fixed pews
- Replace the pews with chairs
- Make existing pews flexible
- Other

Q2: If the worship space were more flexible, how could it be used to serve St Peter's Vision?

The PCC thought that:

- It was important to widen discussion about the layout of the building beyond the pews.
- The images that Alan had showed were important in opening people's minds to what might be possible.
- We should use as many different approaches to consultation as possible – with groups, within services. Kate suggested using a noticeboard with images of the possible and voting. Kate also suggested using a questionnaire card with the images.
- Effective communication at this next stage of consultation is critical. There was broad agreement that we needed to spell out the context (the need to widen the use of our building to get the grants to get the roof fixed). People also needed to see that these next set of questions came out of the first stage of consultation. The majority of people recognised that the current layout of the building restricted what we could do and had various ideas about improving flexibility. Paul recommended finding a way to present this as creating new opportunity, rather than focusing on change

Kate offered to advise on the next stage consultation. **Action: Alan/Kate/Sian**

6.3 There was brief discussion about the wider community consultation: One idea was doing this via the welcomers. How would you like this building to be used?

7. Fabric

The PCC received Carole's Fabric Report. Mike highlighted the cost of everyday maintenance.

The PCC agreed to commission Tom Crooks to work up two aspects of the overall plan.

- 1) The draft-proofing of the D19 and West Doors.
- 2) The repairs necessary to secure the roof – with environmental improvements in mind.

Tom will create a schedule of works, which is necessary for grant applications and faculty application.

Action: Following the meeting the wardens agreed to take this forward.

The PCC noted that a third aspect of the project would be attendant on the outcome of the ongoing consultation process.

David advised that money is available from Endowment Fund to pay for Tom.

David also warned that for the purposes of the accounts it is important to have one restricted fund (rather than three restricted funds, one for each section of the overall project). The PCC agreed and that this restricted fund should be called 'the building project' in the accounts.

8. Finance Update

8.1: David spoke to his report.

At the end of 2025, there was surplus of £57,699 rather than the predicted deficit. This is because we have only paid half our share in 2025 and received grant money for the building project in the year.

David talked through the assumptions that underpin the 2026 budget.

- The diocesan share has dropped (reflecting Chris' departure) but is still over £170k
- Budget assumes paying a full share in 2026.

- Unrestricted funds to carry forward into 2027 reduce sharply to just over £7k

There was some discussion about whether we can improve some income streams in 2026 (eg lettings). Mike and Alan recognised all that the eco group are doing to help us cut our energy costs.

Mike proposed we approve the budget. This was seconded by Hilary and agreed unanimously by the PCC.

8.2 Charitable disbursement options

In 2025 we gave £1,500 each to six charities.

- i. Artizan International – Peru project for people with hearing impairments
- ii. Wellspring Therapy and Training
- iii. St Andrew's Chosica
- iv. Netmakers
- v. St Augustine's Bradford Youth worker
- vi. Shine West Bowling

Alan highlighted our decision to favour explicitly Christian charities as their donor pool is smaller.

The PCC agreed to support the same charities again. David advised that we should make sure that the congregation are aware of our support for these external charities with the congregation – perhaps via the screen in the foyer and on the website.

9. Eco-Church Update

9.1 Heather had put together a report for the PCC, outlining the work of the eco-group. The PCC asked Mike to thank the eco group formally for all the work they are doing to make our church more energy efficient. **Action: Mike**

Alan shared figures and a graph giving a sense of the impact of heating the foyer on our energy consumption. The graph shows that turning off the foyer heating has significantly reduced gas consumption. Turning off the heating is not currently safe on very cold days because of the risk of freezing.

The PCC agreed to investigate through Dumphy's the viability and cost of decommissioning the Foyer trench heaters. Mike would like to see whether

decommissioning could be temporary – with the possibility of switching back on very cold days. There was some discussion about whether alternative heating systems might be possible. The PCC agreed that Mike, Sian and Carole can explore decommissioning with Dumphy's and take action if there is a logical action to be taken.

The PCC endorsed all the plans laid out in the eco report.

9.2. St Peter's Copse

Extensive accompanying paperwork had been provided with the agenda. Alan presented the proposal.

St Peter's has been offered the opportunity to plant 500 trees on land near the site of Drax power station. The trees would be provided by the Woodland Trust – who have confirmed the land as suitable – at a cost to St Peter's of £154. The infrastructure and tree guards to be provided by BAM construction – who are building an adjacent power conversion plant. Alan explained that this offer would help with St Peter's application for the eco gold award as we would be offsetting some of our carbon emissions with those trees.

Questions discussed included:

- Permanence – can legal issues be resolved to ensure the long term use of the land? Tim has spoken on Charles and spoken informally to a colleague who is an expert in this area of law. Charles wants the land held within his family with a lease or licence to the church. Tim's colleague had a list of questions:
 - How long would the lease be for– 25 years?
 - Who would be responsible for taking down trees that are unsafe?
 - Does there need to approval for change of use from agricultural land? If people visit the site then again does this affect change of use permissions?
 - Who would need to hold the insurance (what happens if a tree falls on someone?).

Mike highlighted that the land was owned by Charles and siblings. Tim was not aware and this again will affect any lease negotiations.

- Who would carry the liability for injury in the process of planting or visiting the woodland
- The wood is at some distance from the church. Judith suggested that St Peter's considers investing in a more local woodland being planted at Longland Common near Knaresborough.
- Double counting – can we gain assurances from BAM that the offset will not be counted by them as well as us?

The PCC felt that there were too many unanswered questions to be able to agree with going ahead immediately (meeting a tree-planting deadline of the end of February). They agreed with Tim's recommendation that we wait until November (next tree planting time), which will give us time to have all necessary discussions. **Action: Tim to communicate decision to Charles and identify next steps with him.**

10. Safeguarding Report.

Wendy Lewis (PSO) presented a report outlining progress in our safeguarding procedures.

Wendy explained the safeguarding dashboard (the diocesan safeguarding tool). The dashboard highlights areas for urgent action. The safeguarding team have worked hard in 2025 with St Peter's Players 'turning red to green'. The PCC was asked to authorise the continuing use of the safeguarding tool and therefore the new safeguarding action plan that it has generated, focusing on areas highlighted by the dashboard. The PCC agreed and will review the safeguarding policy and procedures at the next meeting. **Action: Wendy**

11. Health and Safety Report

This is a standing agenda item recommended by insurers. Following an accident in which an elderly member of the congregation was knocked off her feet by the

automatic doors, we have fixed warning signs to both doors. Other solutions were much more problematic. The PCC endorsed this action

12. Inclusive Church update

No Update

A champion for inclusion still needed.

13. Any Other Business

The PCC received and approved the minutes of the last two Standing Committee meetings.

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14. Review of meeting

The PCC agreed that we should meet at the same frequency but have longer meetings (2 hours rather than one and a half hours).

The PCC agree that the power point prepared by Alan was useful and helped focus conversation.

Next meeting: 24th March 2026