

ANGLICAN CHURCH OF LUXEMBOURG CHURCH COUNCIL

Monday 9 September 2013
7.30 pm, the Vicarage

DRAFT MINUTES

Present: The Rev'd Chris Lyon, the Rev'd Andrew Markey (Assistant Chaplain), Catherine Allen (Churchwarden), Lynn Barclay, Tania Buhr (Secretary), Cheryl Fisher, Moira Hogg, Evelyn Sweerts, Chris Vaudrey (Churchwarden).

1. & 2. Welcome & Bible reading and prayer

The Chaplain, as Chairperson, opened the meeting at 8 pm by welcoming everyone and thanking them for coming to this rescheduled meeting (originally planned for 11 September); he then read from Isaiah 40, v. 27-31, and said a prayer.

3. Apologies for absence

John Overstall, Sarah Parkhouse (Treasurer), Rani Roloff, Neil Ross, Philippa Seymour, Paul Townend.

4. Minutes of last meeting

The minutes of the meeting of 4 July 2013 were agreed to be an accurate account of the proceedings.

5. Action Points Review and Matters arising

Action points review:

See separate Action points spreadsheet.

Matters arising:

Ralph Birch had been thanked for coordinating the Church Fair.

New action points:

None.

6. Ministry Report

The Chaplains reported as follows:

- a) Pastoral: there had been a very heavy workload all over the summer and this was continuing;
- b) Chaplains' days off: Chris Lyon – Friday; Andy Markey – Monday;
- c) Review of summer: it had felt short-staffed at one point owing to the combination of planned and unplanned absences;
- d) Church Office: the office was closed for a time over the summer, some issues arose, but generally we all coped;
- e) Lions & Lambs: Andy Markey reported that this new initiative with the babies and toddlers would get under way on 17 September, with Evelyn Sweerts and Jena Goebel hosting and nine others having expressed an interest in attending (many not from our church);
- f) Junior Church resources: the Assistant Chaplain said that he and the Junior Church

coordinator had put together a termly plan for our own new compilation of resources to be used as of September. An overview of all the themes and the material for individual Sundays would be sent to all leaders and helpers, and resources and craft material would be available in the Junior Church cupboard. He wanted the Junior Church volunteers to have meetings in the form of a social gathering with some theological input. There was further discussion as to the relative merits and drawbacks of running the Junior Church rota via a Google sign-up document as opposed to a classic rota system. The Chaplain favoured the classic rota system, but said that whatever system was used there were still insufficient people to cover the rota easily. A new coordinator was needed.

- g) Youth Group: Andy Markey said the Youth Group would start on Sunday 22 September in the hotel next door, with himself, Caroline Kafka-Markey and Evelyn Sweerts as leaders, and would continue every second and fourth Sunday of the month. Personal invitations would be sent to the relevant children. All the sessions had been planned out for this term, and there would be at least one outing per term as well as one longer session held at his house.
- h) Safeguarding: Chris Lyon said that about 50 people would need to do the appropriate training and clearance procedure, as the safeguarding requirements applied to those on the crèche, Junior Church and Youth Group rotas as well as the chalice bearers. It was a huge administrative issue, but it was vital that the rules be applied. Elaine Birch would be handling the administration.
- i) Edward Ojo's stepping-down from Junior Church after more than 25 years: The Council agreed that it would be appropriate to mark this event in church with a small presentation.
- j) First Sunday Group: Chris Lyon reported that he had had a useful meeting with this group the previous day for a general discussion of music and worship.
- k) Newcomers' reception: invitations would be sent out during the week to the reception to be held on Wednesday 25 September in the Vicarage.
- l) House group leaders' training: this was still in the planning stage.
- m) Navigation into the future: Chris Lyon reminded the Council of the "Being the Church" policy which had been put together to help us as a church to affirm each other and relate to each other, and said that he wanted us to continue to use this as the way forward.
- n) Archdeaconry Synod: the Chaplain said that a new strategy, drawn up by some members of the Archdeaconry, was to be presented to the Synod, but he intended to tell the Synod that we in our church already had our own strategy ("Being the Church") which we wanted to continue following.
- o) Readings on the website: the Chaplain said that the readings for the services were not always available on the website. Cheryl Fisher said it would also be helpful for Wellsprings and the First Sunday Group if a document with references to the Bible readings were to be available on the website. The Chaplain said this could be sent out to a number of named people, for reference, and/or a link to Oremus Bible reader could be put on the website. Chris Vaudrey took note of the need to keep the readings up to date.

7. Fund-raising process

The Chaplain said that the Church was not yet ready to go into this process. He hoped that once some of the other initiatives currently being worked on were up and running it would then be much easier to proceed with fund-raising.

8. Sale of the Vicarage

The Chaplain said this was moving forward as fast as possible.

9. Treasurer's Report

The Treasurer, Sarah Parkhouse, was unable to attend the meeting, so the reports for July and August were discussed in her absence. Income was still low and the collections were below budget. The final figure for the Church Fair was 10 619€. For expenses, employment costs were higher as Dana Luccock was now included on the payroll; in October there would be the indexation increase, affecting all three employees. The "fuel and utilities" heading included 800€ as a contribution to the cost of fencing off the pond in the Assistant Chaplain's garden. The accommodation costs included the house and contents insurance for the Assistant Chaplain's house. Sundry expenses included a loan made to Chris Lyon. The Chaplain reported that the collection on 8 September had been 1 000€. There was further discussion about finding a replacement for Sarah Parkhouse as Treasurer. One possible means of easing the workload would be for Elaine Birch to do the bookkeeping; she was trained, and willing to do the work. In the meantime, Sarah Parkhouse would prepare a summary of the tasks that the job of Treasurer involved.

10. Music Director & "Angels"

The Chaplain reported that a contract had been signed with Dana Luccock as Music Director (this included her health insurance cover).

11. Church Fair

Nothing to report.

12. Revision of the Electoral Roll & Contact List

This was in progress.

13. Archdeaconry Synod

This had already been dealt with under item 6(n).

14. Any other business

None.

15. Dates of next meetings

Wednesday **9 October** 2013 at 7 pm for food, with the meeting to start at 7.30 pm;
Wednesday **6 November** 2013.

16. Closing prayer

The meeting closed with a prayer at 10 pm.