

ANGLICAN CHURCH OF LUXEMBOURG CHURCH COUNCIL

Wednesday 9 October 2013
7.30 pm, the Vicarage

MINUTES

Present: The Rev'd Chris Lyon, the Rev'd Andrew Markey (Assistant Chaplain), Catherine Allen (Churchwarden), Lynn Barclay, Tania Buhr (Secretary), John Overstall, Sarah Parkhouse (Treasurer), Rani Roloff, Philippa Seymour, Evelyn Sweerts, Chris Vaudrey (Churchwarden).

1. & 2. Welcome & Bible reading and prayer

The Chaplain, as Chairperson, opened the meeting at 7.56 pm by welcoming everyone; he then read from Matthew 13, starting at v. 31, and said a prayer.

3. Apologies for absence

Cheryl Fisher, Moira Hogg, Neil Ross, Paul Townend.

4. Minutes of last meeting

The minutes of the meeting of 9 September 2013 were agreed to be an accurate account of the proceedings, subject to the following amendment:

- In item 6e, replace "nine others volunteering to help" with "nine others having expressed an interest in attending".

5. Action Points Review and Matters arising

Action points review:

See separate Action points spreadsheet.

Matters arising:

Edward Ojo had been presented with a gift for his services to Junior Church.

New action points:

- Lynn Barclay to contact Mr Erwin about repairing the Chapel window.

6. Ministry Report

The Chaplains reported as follows:

- a) Junior Church: the Assistant Chaplain said that at a meeting on 2 October he and the Junior Church leaders had discussed the new resources and he had presented a theological overview of the teaching themes for the following 6 weeks. After lengthy discussion about the rota arrangements, it was clear that nobody wanted to return to the previous rota system and nobody had volunteered to coordinate a rota organised on traditional lines. The Chaplain considered that a traditional type of rota where leaders indicated the dates when they were not available and then a rota coordinator allocated the duties accordingly was a more stable, fairer system that was less likely to break down; he assigned Lynn Barclay the task of coordinating the Junior Church rota along these lines.
- b) Youth Group: Andy Markey said the Youth Group's first meeting on 22 September

had gone well, the next would be on 13 October, and initially the idea was to get to know each other, draw up some rules for running the group and decide what themes to focus on;

- c) Communion for children: the Chaplain said some children had done their “first communion” classes elsewhere and so expected to be able to take communion alongside their parents; this raised some questions for clergy and chalice-bearers: should children receive wine and how should we prepare children to receive communion? The Council was basically in favour of such children receiving communion, with the children dipping the wafer in the wine, and felt that parents could decide at what age their children could partake. The Chaplain proposed inviting parents to talk about it and offering preparation to children about how to take communion;
- d) Safeguarding, especially at events: the Chaplain was very concerned about the safety of children playing outside the church; whilst the notice in the pew sheets made it clear that parents were responsible for their offspring after the church service, it was less clear who was responsible in the case of events organised by the Church, such as the harvest lunch; after some discussion it was proposed that the organisers of Church events should have a (paid) “doorman” to “police” the exits from the church building and an activity should be arranged to keep the children occupied;
- e) “Serve the City”: the Chaplain said that the “Serve the City” social event for volunteers on 26 September had been advertised in church and he and Andy Markey had attended it. He proposed that the Church endorse this organisation as an easy way for people who were keen to help to volunteer their time for a good cause.
- f) House Group development: three preparatory meetings for house group leaders had been held, focusing on theological, organisational and resource issues. The plan was for these groups to begin meeting in Lent, with the Assistant Chaplain doing most of the supervision of and contact with these groups.
- g) The Messiah: the Chaplain had floated the idea of using “The Messiah” in church in Advent or Lent with the Music Director; Dana Luccock had been very keen to have the choir and professional singers sing parts of it in Advent, but there was the problem of a venue and, even if the church were to underwrite the event, it would be risky in terms of finance.

7. Sale of the Vicarage

The Chaplain reported that he and Chris Vaudrey had viewed a house near to the Vicarage that was for sale, as a possible place to move to whilst the Vicarage site was being developed, but although the house had much to offer it would not be well-suited for offices and meetings.

8. Treasurer’s Report

The Treasurer, Sarah Parkhouse, presented the September accounts. The monthly donations were slightly above budget, but collections in church were down. Some more money from the “bags and baubles” stand of the Church Fair had brought the final takings up to 10 769€. For expenses, employment costs were high, owing to the three salaries being paid, and these would increase with the indexation this month. Accommodation costs included the Assistant Chaplain’s rent and house insurance, as well as monies paid for maintenance work on the Vicarage. Travel and training expenses included the costs of Phil Harvey attending a seminar in the UK. About 300€ was being received as a contribution to Dana’s costs. Discretionary payments totalling 205€ had been paid in September.

The Treasurer also reported that she had been contacted by the tax office with regard to the salaries of the ASBL (liquidated since June 2012); they wanted copies of records going back to 2007. The Treasurer had contacted the salary company and provided them with lots of information which they would then pass on to the tax authorities, who wanted to verify that

the salary records tallied with the financial statements.
Sarah Parkhouse and the auditor had finalised the closure of the ASBL accounts.

9. Stewardship

Dates had been scheduled for discussing this, starting with the meeting on 16 October for Council members and others involved in organising church activities; the idea was to get those people “on board” and then in November three meetings for the wider congregation would be held to present what the Church was currently doing and describe its needs. Evelyn Sweerts suggested the meetings would be enhanced by serving *crémant* and singing rousing hymns.

10. Music Director

The Chaplain reported that he had not yet written to the Music Director’s “angels”.

11. Revision of the Electoral Roll & Contact List

This was in progress.

12. Any other business

a) Confirmation return: the Bishop’s Office had issued a reminder about providing them with the special form with information about the confirmation candidates; the Chaplain explained that the information had already been provided, but the correct form had not yet been sent;
b) Hole in window of chapel: this appeared to be growing larger and was letting a lot of cold air in (**Action point**: Lynn Barclay to contact Mr Erwin about repairing the window);
c) Chris Vaudrey reported that our insurance company, Le Foyer, had transferred our business to another agent; he proposed that, as the insurance for Andy Markey’s house was with another Foyer agent, he would authorise Le Foyer to move that insurance to the same agent, so that one single agent was dealing with all the policies;
d) Rani Roloff said the harvest lunch organisers should be thanked;
d) A Newcomers’ reception had been arranged but so few replies had been received that it had had to be cancelled. The Chaplain said it was important to hold one soon, however, as a number of new people had arrived in the church.

13. Dates of next meetings

Wednesday 6 **November** 2013 at 7 pm for food, with the meeting to start at 7.30 pm;
Wednesday 4 **December** 2013.

14. Closing prayer

The meeting closed with a prayer at 10.23 pm.