

# **ANGLICAN CHURCH OF LUXEMBOURG CHURCH COUNCIL**

Wednesday 15 January 2014  
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, Neil Ross, Philippa Seymour, Evelyn Sweerts, Chris Vaudrey (Churchwarden).

### **1. & 2. Welcome & Bible reading and prayer**

The Chaplain, as Chairperson, opened the meeting at 8 pm with a reading from Isaiah 42, starting at v. 5, followed by a prayer.

### **3. Apologies for absence**

Cheryl Fisher, Moira Hogg, Paul Townend.

### **4. Minutes of last meeting**

The minutes of the meeting of 4 December 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:*

None.

***New action points:***

None.

### **6. Ministry Report**

The Chaplains reported as follows:

- a) Christmas review: the carol services and the Christmas Eve services had gone particularly well and attendance had been good. There had been some wonderful music at the carol services.
- b) Pastoral situations: the Chaplain said it was pastorally a very busy time of year, with people generally lacking energy and not being in a good way.
- c) Lent housegroups: the housegroups were due to start at the beginning of Lent on 5 March.
- d) Music: this was a source of energy. Dana Luccock was considering holding a spring concert.
- e) Junior Church helpers: the Assistant Chaplain had scheduled a meeting on 28 January to recruit more helpers, who would need to be trained and go through the safeguarding procedure; it was hoped that once these recruits had acquired some experience of being helpers they would feel sufficiently confident to become leaders.

- f) **Children and Communion preparation:** the Assistant Chaplain had scheduled a meeting on 4 March; the idea was to run 3 sessions as a bloc, with the children being given an attendance sheet for these sessions; the sheets would also contain some information and discussion points for parents to talk about with their children.

The Chaplain said that no confirmation was planned for this year, but a new round of preparation would normally begin in the autumn.

## **7. Treasurer's Report**

The Treasurer, Sarah Parkhouse, presented three documents: the accounts for the month of December 2013, the draft balance sheet and income and expenditure account for the year ended 31 December 2013 and a cash forecast for 2014.

As regards the December accounts, income was on budget for both standing orders and collections. Interest income was low owing to prevailing rates and the reduction in savings during the year. Employment costs were high in total owing to the cost of the Music Director and also the 2.5% statutory increase. Accommodation costs were high as we had the full costs of the Assistant Chaplain this year. The administrative costs were higher as we had increased phone costs, stationery, etc. The hospitality expenses had increased as there was now food prior to the CC meetings and there had been other events such as the AGM. The music costs had decreased this year owing to the transfer of the costs of the Music Director to a salary cost. Contributions by the "angels" totalled 3 705€ in the year with the average towards the end of the year between 250€ and 300€ per month. Charity collections this Christmas were lower.

The draft balance sheet and income and expenditure account for the year ended 31 December 2013 showed a loss of some 25 000€. The final numbers would change but the position would still be one of our expenditure exceeding our income. There was also currently no provision for work that needed to be carried out on the Vicarage.

The cash forecast for 2014 circulated at the meeting was a first effort, and would be reviewed after further work on the accounts. Whilst the overall cash position looked healthier this was basically due to the repayment of loans by the Assistant Chaplain and the Chaplains and not to an increase in income.

The Treasurer would be arranging a meeting with Michael Chamier to do the audit. She pointed out that there were still four or five people donating to the Vicarage Fund.

The Chaplain commented that basically we needed to boost our giving by at least 20%. He thanked the Treasurer for her work on these reports.

## **8. Stewardship**

The Chaplain said that although three stewardship campaign meetings had so far been scheduled, as there was to be a meeting with the Prime Minister in early February, it would be better to hold the stewardship meetings after that, i.e. to cancel the first of the scheduled meetings (5 February) and keep the planned dates for the second two (12 and 26 February).

As the EIB was going to hold a training course on fund-raising in March, Chris Vaudrey considered that it might be useful for someone to attend this course in order to get ideas.

## **9. Convention**

The Chaplain said that the *chefs de culte* were due to have a meeting with the Prime Minister in February. It could be that the present clergy who were *fonctionnaires assimilés* would continue to be paid for their term of office but would not be replaced. What with the proposed reforms and the prospect of big changes concerning the Konvikt Centre, these were challenging times.

## **10. Communications**

- a) Konvikt magazine: no new editor had yet been found; the next issue would be compiled in the church office; the Chaplain felt it was important to have a paper magazine;
- b) Communications group: the Chaplain suggested we could update our style by perhaps having a church blog; in any case it would be good to have a meeting of a group to look at the whole issue of communication (Evelyn Sweerts, Rani Roloff, Philippa Seymour and Chris Vaudrey expressed their willingness to be part of this group);
- c) Video: Michiel and Evelyn Sweerts had put together a short video presentation of our church, along the lines of the "Serve the city" video. This incorporated photos submitted to them and showed many aspects of our church, past and present. Two draft versions were viewed at the Council meeting. Some discussion ensued about the music and images used in the video and possible alternative solutions. The Chaplain said the video was about our church's identity but also about what we wanted to communicate to others. It was important to get across certain key points, i.e. that our church was about community, worship, diversity, inclusiveness and outreach. He thanked Michiel and Evelyn Sweerts for their ongoing work on preparing this video.

## **11. Archdeaconry Synod Elections**

Two Archdeaconry Synod representatives needed to be elected at the AGM this year. The present representatives, Moira Hogg and John Overstall, were allowed to be re-elected, if they so wished. John Overstall said that he would be happy to do another three years. (Moira Hogg was not at the meeting.)

## **12. AGM elections**

Rani Roloff and Neil Ross would be stepping down from the Council after their three-year term. The Chaplain asked the Council to think about possible new candidates for Council members.

## **13. Church Fair**

The most likely date for the Fair was 15 June 2014 (to be confirmed), and Chris Vaudrey, when asked, said that he and Anna agreed to the Fair being held at their house again. It was felt that Ralph Birch, who had volunteered at the last AGM to act as the Fair organiser for the next five years, should be asked if he did indeed wish to undertake this task again this year.

## **14. Any other business**

- a) Donation box: Philippa Seymour thought that for collections such as the Bishop's Appeal, it would be preferable to have a closed box rather than an open plate; Chris Vaudrey's suggestion of a transparent box was considered a good solution;
- b) Hymns: Philippa Seymour said that on occasions when the words of hymns were on leaflets or were projected she would like to have the music too, either on paper or projected together with the words; the Chaplain pointed out that printing out the music would involve lots more paper being used. Philippa suggested that perhaps some new hymnbooks could be bought, and the Chaplain said he would bear it in mind.
- c) Church sign: the aluminium sign outside the church had been stolen and so a replacement was needed.

**15. Dates of next meetings**

Tuesday 11 February 2014 at 7 pm for food, with the meeting to start at 7.30 pm;  
Wednesday 12 March 2014;

(**NB:** AGM – 29 April 2014).

**16. Closing prayer**

The meeting closed with a prayer at 10.45 pm.