

ANGLICAN CHURCH OF LUXEMBOURG

CHURCH COUNCIL

Monday 16 March 2015
7.30 pm, the Vicarage

MINUTES

Present: The Rev'd Chris Lyon, the Rev'd Andy Markey (Assistant Chaplain), Catherine Allen (Churchwarden), Lynn Barclay, Tania Buhr (Secretary), John Dimond, Cheryl Fisher, Moira Hogg, Simon Norcross, John Overstall, Felix Rusere (Treasurer), Philippa Seymour and Evelyn Sweerts

1. & 2. Welcome & Bible reading and prayer

The Chaplain, as Chairperson, opened the meeting at 8 pm with a reading from Luke 12, v. 22 onwards, and a prayer.

3. Apologies for absence

Paul Townend and Chris Vaudrey (Churchwarden).

4. Minutes of last meeting

The minutes of the meeting of 11 February 2015 were agreed to be an accurate account of the proceedings, subject to the following amendment:

- The beginning of the third sentence of item 9 (Treasurer's report) to be reworded to read, "The expenditure in January ...".

5. Action Points Review and Matters Arising

Action points review: See separate Action Points spreadsheet.

Matters arising:

Exiting church on Sunday mornings: The experiment with the Chaplains moving downstairs to greet people after church seemed on the whole to be working well.

6. Ministry Report

a) 'Convention' follow-up: In the wake of the signing of the 'Convention' for our Church with the Luxembourg Government on 26 January 2015, there had been lots of press coverage, including a good interview in the 'Wort' in French in the online version and in the paper version (on 14 March); the Chaplain reported that he and the other leaders of the religious groupings in Luxembourg had all had a private audience with the Grand Duke earlier in the month.

b) Children and communion policy: the Chaplains were envisaging holding a service for children taking communion for the first time, to make it a special occasion.

c) Rota organisers: The Chaplain circulated a paper on how to recruit and set up a rota. This set out the guidelines that everyone should follow. One of the important points in the section on setting up a rota was that those on the rota were to be asked for their non-availability, as we needed to know in advance when people were not going to be around to help with the duties for their rota; this was to avoid the situations which sometimes arose where there was no cover for certain duties. In the section on how to recruit for a rota, the main point was that to get a new activity off the ground it was essential to rally a core group of people first of all rather than approaching one person to shoulder the burden; people needed to step up

together.

Simon Norcross said that, in general, the rotas on the website were now better, with most of the information being posted.

d) Confirmation arrangements (weekend of 8-10 May): the Bishop would be arriving on Saturday 9 May, a reception would be held (at 6.30 pm) for the confirmation candidates together with their families plus members of the Church Council, followed by dinner with the Bishop for Council members; the confirmation service would be on 10 May with five confirmands.

7. Communications

a) Website: John Dimond reported that updates were ongoing; he had added an archive of minutes of Council meetings and AGMs dating back to 2012, and had also put updated versions of various forms; more of the rotas were now filled in; some other projects (e.g. events) were in progress. It was pointed out that people did not necessarily know the password for accessing rotas for the new website.

b) Facebook: the Chaplain said the Church's Facebook page, launched last autumn, had 60 'Likes' so far. Some information about the Church Fair had been posted on the Events page; the Chaplain insisted that it was very important to exercise control over what was posted on the Facebook Events page, and that the Church's Facebook page should not be used as a substitute for e-mail.

c) Policy: work on drafting the policy was still ongoing.

8. Safeguarding

The Assistant Chaplain reported on a very good course on safeguarding which he had recently attended at St George's School together with Isobel Weller and Hilary Cole; the course had been run by the charity Kidscape and focused on current UK legislation, with which we were obliged to comply, how to handle certain scenarios, how to report any incidents, and aspects of confidentiality. He suggested that since we all had to be up to date on this matter we perhaps needed to offer refresher training for everyone as well as training for new recruits.

In response to a question from Moira Hogg, the Chaplain said that we had not yet embarked on implementing the rigorous new rules on vetting helpers in order to comply with the new safeguarding rules, as there had been some uncertainty in the Diocese about who was responsible for what. He emphasised that it was only the clergy who asked people to be on the Junior Church and Crèche rotas.

Very few people had signed up for the latest session of safeguarding training, so the Chaplain considered that we would have to make it more of an occasion, perhaps a whole day with lunch included, and have to insist more on people attending. This was a big, 'live' issue in Luxembourg and needed to be addressed properly.

9. Church Fair

Clive Munn was looking for people to help him organise the Fair; he had also posted some information about the Fair on the Church's Facebook Events page.

10. Treasurer's Report

Felix Rusere presented the accounts for February 2015. The Church had received the annual grant from the Luxembourg Government, but this was actually payment of the 2014 grant, which had been delayed because of a change of bank account. The 'cost of services' item in the accounts was high because it included the cost of the pew Bibles which had just been purchased. The Treasurer said a meeting of the Finance Committee was needed to discuss the 2015 budget.

The Treasurer also presented the draft 2014 accounts, which would be submitted to the auditor before the AGM. One of the things he drew attention to was the note on the 'Recruitment and Relocation Fund': provision had been made in 2013 for the anticipated departure of the Assistant Chaplain, and the Treasurer said he had doubled this provision for 2014. The Chaplain said that provision might also need to be made for relocation for the Chaplain too, as if all went well we would be moving to new premises in the summer.

John Dimond suggested adding a 'percentage change column' to the income and expenditure account for ease of comparison.

The Chaplain pointed out that, although it appeared from the income and expenditure account for 2014 that we had a big loss of 35 684€, if we ignored 'depreciation' we were just about breaking even. He thanked Felix Rusere for his report.

11. Search for new premises

The Chaplain reported that a start had been made on looking for new premises.

12. Music Director recruitment

The Chaplain circulated a paper entitled 'Chaplain and Musicians Meeting' which had been the basis for discussion at a meeting to discuss music policy held on 9 March 2015 and attended by the Chaplain, two members of the choir, Edward Seymour, Alan Carlisle, Kerry and Christina Turner and Ron Haigh (Chris Vigar and Jim Kent had been invited but were unable to attend). All those present at the meeting had been willing to form a committee to look into recruiting a Music Director. The idea was that this small committee would meet about four times a year with the following remit: to support the development of music within the church; to formulate and maintain music policy; to play a role in the recruitment and support of a music director, and to encourage 'angelic' support of the music ministry.

Possible options for recruiting a director of music could be to recruit a mature professional musician taking a career break or early retirement, or a local young student/early professional starting out, or to set up an internship funded in cooperation with the Conservatoire. The profile required for the Music Director would be a person with musical giftedness and skill; the ability to direct; the ability to attract and recruit new musicians to the church; the ability to manage a voluntary choir; the ability to resource and encourage amateur musicians in traditions which are not his/her own; the ability to work with children; a willingness to familiarise themselves with classic Anglican repertoire; some spiritual awareness and openness to other liturgical influences, and creativity.

The Chaplain said there were already some promising leads, which the new committee would be following up. The First Sunday Group was in urgent need of more members, particularly a keyboard player.

13. Tech team and Sacristy team

Nothing to report.

14. Church Council away day

Possible dates so far were 12 June in Medernach or 16/17 October. Simon Norcross felt the June date was preferable to encourage the newly formed Council. The Chaplain suggested arranging the Council away day on 12 June at Medernach and also booking the Centre Jean XXIII in Luxembourg for October for an overnight stay for the Council and a special day on safeguarding for the congregation (2/3 October), as it was important to make attendance at the safeguarding training an obligation.

15. Any other business

None.

16. Dates of future meetings

Thursday 16 April 2015 at 7 pm for food, with the meeting to start at 7.30 pm.

AGM – Wednesday 22 April 2015 at 7 pm.

17. Closing prayer

The Chaplain thanked Moira Hogg for arranging supper and Catherine Allen for supplying cake. The meeting closed with a prayer at 10.55 pm.