

# **ANGLICAN CHURCH OF LUXEMBOURG**

## **CHURCH COUNCIL**

Wednesday 3 June 2015  
7.30 pm, the Vicarage

### **MINUTES**

**Present:** The Rev'd Chris Lyon, the Rev'd Andy Markey (Assistant Chaplain), Lynn Barclay, Tania Buhr (Secretary), John Dimond, Gerd Gebhard, Victoria Hodgson, Moira Hogg, Simon Norcross (Churchwarden), John Overstall, Philippa Seymour (Churchwarden) and Evelyn Sweerts

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

The Chaplain, as Chairperson, opened the meeting at 7.55 pm with a reading from Ephesians 3, v. 14 onwards, and a prayer.

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

Felix Rusere (Treasurer) and Paul Townend.

#### **4. Minutes of meetings of 6 May and 19 May 2015**

The minutes of the meeting of 6 May and 19 May 2015 were agreed to be an accurate account of the proceedings, subject to the following amendments being made to the 19 May minutes:

- Item 9, first sentence: reword as follows: 'The Church had heard that day that the developer had been granted an '*accord de principe*' from the Ville de Luxembourg for the sale of the Vicarage.';
- Item 10, second paragraph, first sentence: add 'plus registration fees (if any)' after '€518 000';
- Item 10, third paragraph: reword as follows: '... that the developer first obtain an '*accord détaillé*' from the Ville de Luxembourg for the sale of the Vicarage ...';
- Item 11, first paragraph, first sentence, reword as follows: '... (he would invite three potential candidates to meet the choir) ...'.

#### **5. Action Points Review and Matters Arising**

Action points review: The Chaplain had given Felix Rusere details of S. Bolen's removal expenses.

#### **6. Ministry Report**

a) Weddings: The Chaplain reported that he had recently conducted two weddings. Marriages across denominations were becoming increasingly common.

b) Newcomers and pastoral care – a word of caution: Whilst members of the congregation were in general encouraged to listen to other people's problems and show sympathy, in the case of newcomers they should not force any contact on them or recommend a clergy visit; the newcomers themselves should fill out a contact form and, if they so wished, contact the clergy.

c) Rota organisers: Replacements were required for Jane Wickens (Readers and Sidespersons), Carole Vlachavas (Refreshments) and Joanne Smith (Junior Church. A meeting for rota organisers was planned for September, so replacement organisers needed

to be found by then.

d) Junior Church and Crèche personnel: More helpers were also needed. Perhaps some grandparents in the congregation could be approached. It was better to recruit new people onto the rota as a group, rather than as individuals.

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

The accounts for May 2015 were examined in Felix Rusere's absence.

Church collections had been considerably lower than in April but this was due to only three Sundays' collections having been deposited during May (the monies for 24 and 31 May would be reflected in the June accounts). Generally, income in May had decreased compared with April, with the major driver of this decline being the fall in monthly donations. Nevertheless, total income still exceeded total expenses, and the cash balance at bank was slowly growing. At the same time in 2014, the total revenue had been slightly higher than in 2015. The total expenses were significantly lower to date in 2015 compared with 2014. The total bank balance was also better in 2015 than at the same time in 2014.

The Chaplain said the Finance Committee had not yet drawn up a budget for the next 2½ years.

## **8. Search for a new treasurer**

The Chaplain said that we had urgently to find a new treasurer, as Felix Rusere needed to step down very soon. Perhaps hiring a treasurer might be a solution. The job could be broken down into its individual tasks (i.e. bookkeeping, making payments and analysis/budgeting) and someone other than the treasurer might be able to do one or more of these tasks. A number of members of the congregation had financial competence that could be made use of, at least to provide advice and support.

After discussion it was agreed that in the meantime Catherine Allen could be asked if she were willing to make the necessary payments over the summer period, as she had done in the past on occasions when the previous treasurer had been absent, and a meeting would be arranged with Michael Chamier, the auditor, Dennis Robertson, Ken Hay, Gerd Gebhard and Felix Rusere to discuss the way forward.

## **9. Search for new premises**

a) 33 rue de Mühlenbach flat: following the decision made at the 19 May Council meeting, on 20 May 2015 the Chaplain had signed a '*compromis de vente*' to purchase the flat at €518 000. The '*acte notarié*' would be available on 26 June 2015. The bank had been notified of the change of plan and had accepted it. We had been sent some questions by the notary. We would need a deed from our Bishop to go ahead with this purchase.

b) ISATIS (office space): No response had yet been received from ISATIS regarding the 007 flat and two parking spaces and one cellar space.

c) Sale of Vicarage: the developer had received the '*accord de principe*' from the Ville de Luxembourg, but no further news was available about the '*accord détaillé*'. The developer had submitted its application for a building permit. The Chaplain had received a letter from our bank saying that they would have a counter expert evaluation of the Vicarage site carried out to try to make sure that we received the full price for it.

d) Interim office accommodation: the Chaplain said that once the Church office had to vacate the Vicarage, he would be happy to consider moving to Centre Jean XXIII in Luxembourg city, if available, as a temporary solution. He did not wish to do so on a permanent basis.

## **10. Church Fair update**

Clive Munn had held a meeting for stallholders the previous evening at a café in town and given a progress report; most of the stalls were manned and going ahead as planned.

## **11. Communications update**

The communications policy that had been agreed would be posted on the website and included in *Lumen*.

## **12. Music Director recruitment update**

The Chaplain reported as follows:

a) three potential candidates were being invited to be in contact with us via Edward Seymour and Kerry Turner;

b) failing appointment of one of these candidates, he was seeking approval to advertise the post in the 'Church Music Quarterly' (at a cost of approx. £500);

c) he was in contact with someone who might be able to resource the First Sunday Group. A budget for the Music Director needed to be discussed (possibly €1 000 for 10 hours per month).

At present, Edward Seymour, Fiona Turner and Amy Cirje were keeping the choir going and Alan Carlisle was organising the organists' rota.

## **13. Approval of the draft minutes of the 2015 AGM**

The draft minutes of the 2015 AGM were agreed to be an accurate account of the proceedings.

## **14. Holidays**

The Chaplain was seeking permission to take an extended holiday over the summer, as he would be moving to the new flat. He would write to the Bishop to ask for permission. A locum might take the services for a couple of weeks and lay people could also lead services.

The Council expressed its support for the Chaplain's application for extended leave this summer.

## **15. Any other business**

Replacement for Simon Norcross, who had stepped down as Council member to become Churchwarden: The Chaplain suggested that someone could be co-opted now for one year and then at the next AGM three new candidates could be sought, two to serve a three-year term and one to serve a one-year term, in order to maintain the three-year cycle.

At the end of the meeting, in the Chaplain's absence, the Council discussed people who could possibly be approached to serve on the Council for the remainder of Simon Norcross' term of office as member.

## **16. Dates of future meetings**

Wednesday 8 July 2015 at 7 pm for food, with the meeting to start at 7.30 pm.

Wednesday 16 September 2015.

Friday 2 – Saturday 3 October 2015: overnight Church Council Away Day at Centre Jean XXIII in Luxembourg (arrival on Friday around 7 pm, in time for dinner; discussion until 9.30 pm; prayer and conclude the evening together. Depart on Saturday around 3 pm).

Saturday 24 October 2015: Safeguarding Training at Centre Jean XXIII in Luxembourg.

## **17. Closing prayer**

The Chaplain thanked Moira Hogg for arranging supper and Victoria Hodgson for supplying cake. The meeting closed with a prayer at 10 pm.