

# **ANGLICAN CHURCH OF LUXEMBOURG**

## **CHURCH COUNCIL**

Wednesday 14 October 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, Moira Hogg, John Overstall, Philippa Seymour (Churchwarden) and Chris Vaudrey (Treasurer)

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

The Chaplain, as Chairperson, opened the meeting at 7.43 pm. The reading was from Corinthians 2, Chapter 5, and a prayer was said for Simon Norcross, attending his father's funeral.

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

Victoria Hodgson, Simon Norcross, Isabel Page, Evelyn Sweerts and Paul Townend.

#### **4. Minutes of last meeting (16 September 2015)**

The minutes of the meeting held on 16 September 2015 were agreed to be an accurate account of the proceedings.

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

Action points review: Some points which had been on the list for a long time needed attention.

Matters Arising: As had been informally decided at the Council's Away Day, the Council agreed to pay the costs (airfare and hotel) of Ian Carter to give training on safeguarding on 24 October 2015 at Centre Jean XXIII in Luxembourg.

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

- a) Elaine Birch: She was back at work, which was good news;
- b) Junior Church rota: Esmée Chengapen had agreed to take on the Junior Church rota;
- c) Commemoration Day: The Chaplain had attended a service in the Cathedral for the Luxembourg Commemoration Day on 10 October at the Government's invitation; a piece of music played at that event, 'De Profundis', would also be played at our Remembrance Day service;
- d) Remembrance Day: the Chaplain had invited the British, Irish, US and German Ambassadors and planned to invite the Japanese Ambassador to our service on 8 November;
- e) Council Away Day on 2/3 October: the overall feedback was positive, it had been good to get together and the discussion was useful.

#### **7. Safeguarding**

The Chaplain said that the Diocesan Safeguarding Manager, Ian Carter, would attend and lead our Safeguarding Training Day to be held on 24 October in Centre Jean XXIII in Luxembourg; Ian Carter would be emphasising the importance of safeguarding, presenting

the interactive programme which each person had to log on to and watch, and give information about the process as it applied to us. The Safeguarding Day would last from 9.30 am to 3.30 pm and, although primarily intended for our crèche and Junior Church leaders and helpers, would be opened up to participants from other churches.

The Chaplain was pleased to announce that Moira Hogg had agreed to be the new Safeguarding Officer to replace Hilary Cole.

## **8. Treasurer's Report**

Chris Vaudrey presented the accounts for January to September 2015. There was an overall surplus of € 9 213.

The Church of England quota was unlikely to be decreased on account of the safeguarding issue. John Overstall wondered whether it might be possible for Continuing Ministerial Education (CME) funds to be allocated to safeguarding.

## **9. New premises - update**

- a) 'Procuration': on 15 October 2015 a '*procuration*' would be signed in Brussels by the Bishop in his capacity as '*chef de culte*'; it would then be sent by courier to Luxembourg;
- b) 33 rue de Mühlenbach flat: on 19 October 2015 the Chaplain would then be able to sign the '*acte définitif*' for the purchase of this flat for his accommodation;
- c) the Chaplain would move to the new flat once he had the keys;
- d) ISATIS flat: no further action, as the '*cadastre vertical*' had not yet been settled;
- e) no further news as regards the Vicarage;
- f) vendor's costs: as the owners of the 33 rue de Mühlenbach flat had been incurring costs because of the delay with the transaction, the Council had previously agreed in principle to contribute to these extra costs, totalling some € 5 000 over 4 months (an e-mail from the owner detailing these costs was circulated at the meeting); after some discussion of the practicalities, the Council agreed to pay € 4 500 of these costs directly to the owner, on condition that the owner provided proof.

## **10. Church Fair Coordinator**

Simon Norcross had not yet asked Clive Munn about being Fair coordinator next year. Clive had been invited to attend the meeting for a debriefing, but had been unable to attend; he had, however, sent a short report (circulated at the meeting). Attendance at the Fair had increased but there had been less income. The Chaplain said that Clive Munn would be asked if he wished to be the 2016 Fair Coordinator and it was agreed to invite him for a debriefing in January. Chris Vaudrey would like more focus on the removal of rubbish after the Fair; perhaps each stall holder could be responsible for their own rubbish; he would consult with his wife about a possible date for the Fair (either 5 or 19 June 2016).

## **11. Charities Committee**

As the Charities Committee currently had few members and even fewer active members, the Chaplain was keen to review its make-up and remit; he wanted to encourage some younger, committed people to join. He would talk to Martin Curwen and Jacqui Spence about the Committee.

## **12. Communication Committee report**

Philippa Seymour reported that the Communication Committee had updated the notes for sidespeople and drawn up a questionnaire for consulting people about changing the times of services. The service booklets would be printed in a more permanent form. The magazine, Lumen, and the Facebook page were doing fine. Evelyn Sweerts was keen to produce an

electronic newsletter, the idea being that it would first run in parallel to the pew sheet notes and then be sent to those who so requested; people might be asked to sign up on the website and to give their consent to MailChimp being used to send these newsletters out.

### **13. Music Director recruitment**

The Chaplain reported that the Music Committee had chosen a new Music Director by applying the agreed criteria; it had been a close decision as the panel of candidates was very good. Ovidiu Dragan, a Romanian, had been appointed for a six-month trial period starting on 11 October 2015. His contract had yet to be signed. He would have the same arrangement as his predecessor as regards remuneration, i.e. € 1 000 net per month. One of the other candidates, Nikola, had been asked to join the organists' rota.

### **14. Church service times**

The Chaplain reported that it had been decided at the Council's Away Day to move the service times to 9 am and 10.30 am. Consultation with key people (such as the choir, organists, the Music Director and the Junior Church leaders) was needed, however, in order to establish whether this was feasible; if key people were not available, we would have to have a rethink. The Chaplain and the Council would evaluate the results of this consultation. A decision needed to be taken by the November meeting if we wanted to introduce the new service times as of 3 January 2016.

### **15. Any other business**

None.

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

- Wednesday 11 November 2015 at 7 pm for food, with the meeting to start at 7.30 pm;
- Wednesday 9 December 2015;

Also:

- Saturday 24 October 2015: Safeguarding Training at Centre Jean XXIII in Luxembourg;
- Wednesday 20 April 2016: AGM in Belair.

### **17. Closing prayer**

The Chaplain thanked Moira Hogg for arranging supper. The meeting closed with a prayer at 10.20 pm.