

ANGLICAN CHURCH OF LUXEMBOURG

CHURCH COUNCIL

Wednesday 13 January 2016
7.30 pm, the Vicarage

MINUTES

Present: The Rev'd Chris Lyon (Chaplain), Lynn Barclay, Tania Buhr (Secretary), John Dimond, Gerd Gebhard, Victoria Hodgson, Simon Norcross (Churchwarden), John Overstall, Isabel Page, Philippa Seymour (Churchwarden), Evelyn Sweerts, Paul Townend and Chris Vaudrey (Treasurer)

1. & 2. Welcome & Bible reading and prayer

The Chaplain, as Chairperson, opened the meeting at 8.22 pm with a reading from Mark 2, v. 23-27, and a prayer.

3. Apologies for absence

Moir Hogg and the Rev'd Andy Markey (Assistant Chaplain).

4. Minutes of last meeting (9 December 2015)

The minutes of the meeting held on 9 December 2015 were agreed to be an accurate account of the proceedings, subject to item 6f, second sentence, being amended to read: 'this had been attended only by the RC church and the Rabbi ...', and the date in item 11 being changed to 30 January 2016.

5. Action Points Review and Matters Arising

Action points review: None.

Matters Arising: Item 6f - the Chaplain had written to the Archbishop of Luxembourg saying we should have a general understanding of what we should be doing, before such events happen again.

New action point: Gerd Gebhard to enquire about UGDA standard contracts for music directors.

6. Ministry Report

The Chaplain reported as follows:

a) Assistant Chaplain - absence: Andy Markey's sick leave would probably continue for a little while longer;

b) Christingles: many people had been involved in the making of the Christingles, which had proved to be a good social experience, one that should be repeated;

c) Processes and procedures: the church had been provided with 4 sets of keys to the chapel and the Salle Rheinsheim, and Goeres hotel had been very cooperative; the key procedure had been explained in writing to the 9.30 am congregation; the Chaplain suggested we might invest in trolleys to move the tables and chairs around in the hall so as not to cause damage to the floor or the door threshold, and we needed to repair the stair carpet;

d) Newcomers: lots of new people were arriving, but it was proving difficult to obtain their contact details, as few returned the blue contact forms; a group of people who reminded them about this would be useful; a reception for newcomers was being planned;

- e) First Sunday Group: the newly resurrected group would perform for the first time at the service on 7 February 2016;
- f) Meeting with JC leaders: this was being planned;
- g) Chaplain on holiday: from Friday 5 to Saturday 13 February 2016;
- h) Canon Meurig Williams: he would be taking the morning services on 7 February 2016;
- i) Evening reception for office holders: once the church office had moved to Centre Jean XXIII, a reception would be held;
- j) Te Deum: the Chaplain was keen to sing a Te Deum at the end of June 2016 in celebration of the Grand Duke's birthday, as a mark of our participation in civic life in Luxembourg and to showcase our singing and liturgical tradition; government representatives, including the Mayor of Luxembourg City, and all '*chefs de culte*' would be invited;
- k) Dates for events: 1 May: possible date for introduction of new service times; 25 May: possible combined reception for newcomers, office holders and the Council; 19 June: Church Fair; Te Deum: sometime after 23 June, perhaps in the evening, depending on choir availability.

7. Treasurer's Report

Chris Vaudrey presented a receipts and payments account covering January to December 2015; he stressed that the figures shown in this account were before adjustments to be made for the final year-end accounts.

The account showed an overall deficit of € 561 664. He reassured the Council that this seemingly alarming figure was due to the purchase of the flat for the Chaplain's accommodation, but by the end of January 2016 the sale of the Vicarage should have been completed, so the situation would be reversed.

Otherwise the figures were broadly in line with those budgeted for 2015. The item for 'Capital expenditure' (€564 659) consisted for the most part of €518 000 for the purchase of the flat and €41 800 for fees and expenditure associated with that purchase, the removal and redecoration costs and furniture costs.

The Treasurer asked that the sellers of the flat at 33 rue de Mühlenbach should jointly sign a letter justifying the €3 926 we would be paying them to cover their extra costs because of the delay in the purchase. He also said that our donations to all the charities agreed on for 2015 had been paid in December.

The Council accepted the Treasurer's report.

8. Search for a new Treasurer

Chris Vaudrey, having agreed in July 2015 to act as the interim Treasurer until the 2016 AGM, confirmed that he intended to resign at the AGM in April. It was therefore necessary to look for someone new to be treasurer, a task which the Council agreed would not be easy.

9. New premises - update

- a) 33 rue de Mühlenbach flat: the Chaplain had signed the '*acte définitif*' for the purchase of this flat on 11 December 2015;
- b) Redecoration and removal of Chaplain's flat: the flat had been redecorated before Christmas and the Chaplain had moved in between Christmas and New Year;
- c) Jules Mersch flat: the church had to state that the building was for 'mixed use';
- d) Sale of the Vicarage: signing of the '*acte définitif*' was expected to take place by the end of January 2016;
- e) move to temporary offices at Centre Jean XXIII: i) the rental agreement had still not been ascertained; ii) the proposed dates for the move were Monday 1 to Thursday 4 February 2016; iii) removal: the Chaplain proposed using the services of Maniac Movers again, as they had proved good when he moved flat; iv) purchase of new office furniture: 2 desks and

chairs, a cupboard and filing cabinets were needed; v) transfer of telephone lines and notification of change of address: the number 43 95 93 would be transferred to the office in Centre Jean XXIII and the other number available at the Vicarage would be used by the Chaplain at his flat; vi) mail would be redirected; vii) future Council meetings: we would have to look into access to Centre Jean XXIII in the evening and see whether we needed to hire a room or borrow a set of tables for our meetings.

10. Church Fair Coordinator

Simon Norcross had arranged a meeting with Frazer Alexander the following day to ask if he might be willing to act as coordinator for the 2016 Church Fair.

11. Communication Committee report

Philippa Seymour reported as follows: the Committee had discussed publicity for the Christmas services (one website had published incorrect information despite having been sent the right details); a clean-up and tidy of the chapel was planned for 30 January 2016 to enhance our visual image; a screen was to be made to conceal the music-related equipment, etc. on the left of the altar; new noticeboards were planned.

12. Music Director contract

It was suggested that the contract for the new Music Director, Ovidiu Dragan, could take the form of a service contract (*'contrat de prestation'*) for a monthly amount. The need to have this contract drawn up by a lawyer was discussed. Gerd Gebhard offered to enquire if UGDA had a standard contract for music directors which we could use as a model (**Action point**). The Treasurer had paid the Music Director an advance of €1 500 and the Council authorised him to pay a further advance at his discretion until the contract was sorted out.

13. Church service times

The Chaplain said that there would not be much further consultation about this. The Council definitely wanted to make this change. The introduction of the new times would not be publicised any earlier than 6 weeks before the planned date of the launch on 1 May 2016.

14. Any other business

None.

15. Dates of future meetings

- Wednesday 17 February 2016 at 7.30 pm
- Wednesday 16 March 2016;
- Wednesday 13 April 2016;
- Wednesday 11 May 2016;
- Wednesday 8 June 2016;
- Wednesday 6 July 2016;
- Wednesday 14 September 2016.

Also: Wednesday 20 April 2016: **AGM** in Belair.

16. Closing prayer

The Chaplain, having thanked everyone for their presence at this meeting, the last to be held in the Vicarage, closed the meeting with a prayer at 10.40 pm.