

ANGLICAN CHURCH OF LUXEMBOURG

CHURCH COUNCIL

Wednesday 17 February 2016
7.30 pm, Centre Jean XXIII, 52 rue Jules Wilhelm, L-2728 Luxembourg

MINUTES

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

1. & 2. Welcome & Bible reading and prayer

The Chaplain, as Chairperson, opened the meeting at 8.12 pm by welcoming everyone to the new meeting place at Centre Jean XXIII. He read from Ephesians 3, v. 14 onwards, and said a prayer.

3. Apologies for absence

Victoria Hodgson, the Rev'd Andy Markey (Assistant Chaplain), Evelyn Sweerts and Paul Townend.

4. Minutes of last meeting (13 January 2016)

The minutes of the meeting held on 13 January 2016 were agreed to be an accurate account of the proceedings, subject to item 7, fourth paragraph, first sentence, being amended to read: '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.'

5. Action Points Review and Matters Arising

Action points review: None.

New action point: Chris Vaudrey to ask Dennis Robertson about acting as Church Fair Coordinator.

Matters Arising: Item 7 - the Chaplain had written a letter for the sellers of the flat at 33 rue de Mühlenbach to sign and they had been duly paid.

6. Ministry Report

The Chaplain reported as follows:

- a) Assistant Chaplain - absence: Andy Markey had returned to work on 16 February;
- b) Processes and procedures: the new system for the Konvikt building keys was functioning smoothly; after the 9.30 am service, the keys were to be left in church and the doors to the street should not be locked (fire escapes); for the Centre Jean XXIII, the church had 4 sets of keys;
- c) Newcomers: to overcome the problem of new people not sending back the blue contact forms with their contact details, it was decided to install a magazine rack downstairs to display the contact forms and other literature more visibly; the Council agreed to the purchase of such a magazine rack; it might also be useful to show the forms during the service when the notices were being read out and to encourage people to fill them in and also take the notices sheet home with them. A reception for newcomers was being planned for 25 May 2016;

- d) First Sunday Group: the new group would perform for the first time on 6 March 2016;
- e) Meeting with JC leaders: a meeting would be scheduled as plans needed to be made for the youth group and Junior Church for September onwards;
- f) Canon Meurig Williams: he had taken the morning services on 7 February 2016; it had become apparent that documented procedures were needed for setting up the bread and wine for communion;
- g) Evening reception for office holders: a reception would be held in the next couple of months, possibly in conjunction with a service which the Director of Centre Jean XXIII wanted to arrange to welcome us to the Centre;
- h) Te Deum: the Chaplain would talk to the Music Director and the choir about dates for this event;
- i) Dates for events: the AGM, to be held on 20 April, would take place in the Centre Jean XXIII instead of at the Sœurs Franciscaines in Belair.

7. Treasurer's Report

Chris Vaudrey presented a receipts and payments account for January 2016. He had made a new budget based on the figures for 2015 and allocated a pro rata amount for each month. The item 'sundry expenses' covered costs in connection with setting up the Chaplain's new flat. The account showed a very high overall deficit because the sale of the Vicarage had not yet been completed. The Council accepted the Treasurer's report.

8. Search for a new Treasurer

A possible candidate was suggested. The Finance Committee would meet to clarify the Treasurer's duties and other matters.

9. New premises - update

- a) 33 rue de Mühlenbach flat: the Chaplain liked his new, quiet flat; the monthly figure for charges had been revised and reduced;
- b) Redecoration and removal of Chaplain's flat: this had cost €2 500; as the flat had neither a landline nor internet, the Council agreed, at the Chaplain's request, to having a fibre-optic internet link and a phone line put into the flat; this would be in the Church's name and the Chaplain would pay for his own calls; the Council also agreed to buy a mobile phone for the Church, for use by the Chaplain (and any locums);
- c) Jules Mersch flat: we would possibly be able to sign for this in a few weeks' time; 'procurations' would again have to be drawn up for signature by the Bishop; once the deal was signed, we would have to pay 30-40% of the total cost;
- d) Sale of the Vicarage: no date was yet scheduled for signing the '*acte définitif*', which was supposed to have taken place by 31 January 2016; the developers said that the dossier was complete and awaiting the Mayor of Luxembourg's signature; the Council agreed that a formal complaint should be addressed to the developers about the due date for signature having passed and asked the Churchwardens to draw up such a letter;
- e) move to Centre Jean XXIII: i) the move had taken place in the first week of February; no rental agreement would be made but the Church would have to pay a share of the charges; ii) Maniac Movers had done a good job at a reasonable cost; iii) purchase of new office furniture: one desk, two chairs and a filing cabinet were needed; iv) the telephone line had been transferred and the mail redirected; vii) the change of address still needed to be notified; vi) the Council was happy to hold its future meetings in the Centre.

10. Church Fair Coordinator

The Churchwardens had e-mailed the Council warning that if no coordinator had been recruited by Easter, the Fair would have to be cancelled. The names of several potential

candidates were put forward and discussed at the meeting. A number of people were identified as possible helpers. In the end, the Chaplain asked Chris Vaudrey to approach Dennis Robertson about acting as Fair Coordinator (**Action point**).

11. Charities Committee - Nothing to report.

12. Communication Committee report

Philippa Seymour reported that she had tidied up part of the chapel, help with accessing the noticeboard outside the Konvikt chapel building had been promised and Evelyn Sweerts had written the service booklets for the first Sundays in the month.

13. Music Director contract

Gerd Gebhard had obtained the standard contract used for music directors by UGDA and on that basis would soon be able to draft a contract for our Music Director, Ovidiu Dragan, once he had his details and his exact duties. The Treasurer had paid the Music Director two advances, in January and February.

14. Church service times

Philippa Seymour was concerned that the proposed change in times was causing ill-feeling amongst the 9.30 am congregation and suggested that holding the early service at 9.15 am instead of 9.00 am might be a compromise solution; she felt it was important to have a meeting with that congregation, and the Chaplain agreed to arrange one.

15. Any other business

Philippa Seymour brought up two points: i) fewer people were helping on the crèche rota, but it was not clear whose job it was to approach new helpers. Moira Hogg said that at a previous crèche meeting a number of potential candidates had been identified. The Chaplain said the approach to be followed was to bring that group of people together and build up a sense of community, rather than asking individuals in isolation; ii) the carpet on the stairs up to the chapel needed replacing or at least repairing; according to the caretaker of the building, the Konvikt authorities would only repair, not replace, the carpet; the Chaplain said that the Church could provide the material and get the hotel to do the work; after some discussion the Council agreed to spending a maximum of €3 000 on replacing the stair carpet and to put obtaining estimates in the hands of the Finance Committee.

16. Dates of future meetings

- Wednesday 16 March 2016 at 7.30 pm (7 pm for food beforehand)
- 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** to be held at 7 pm in *Centre Jean XXIII in the Salle de conférence* on the ground floor. (**NB: change of venue**).

17. Closing prayer

The Chaplain, having thanked Moira Hogg for preparing supper, closed the meeting with a prayer at 11.20 pm.