

ANGLICAN CHURCH OF LUXEMBOURG

CHURCH COUNCIL

Wednesday 18 January 2017
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), Gabriel Chelladurai, John Dimond, Gerd Gebhard, Victoria Hodgson, Moira Hogg, Simon Norcross (Churchwarden), John Overstall, Philippa Seymour (Churchwarden) and Chris Vaudrey (Treasurer)

1. & 2. Welcome & Bible reading and prayer

The Chaplain, as Chairperson, opened the meeting at 7.45 pm by welcoming everyone, in particular two members of the Charities Committee, Martin Curwen and Jacqui Spence. He read from Isaiah 40, v. 27-31, and said a prayer.

3. Apologies for absence – Catriona Gillham, and Isabel Page.

4. Convener of the Charities Committee to present to the Committee

Martin Curwen, the Convener of the Charities Committee, thanked the Council for the invitation to attend. He said the best time to make a presentation to the Council might actually be in the autumn, in connection with the selection of the list of charities to be supported in the following year. He would like better communication between the Committee and the Council, an indication as to whether some of the guidelines established for the Committee's work still applied (i.e. that the Committee should select charities to support for 3-5 years and then move on) and more clarity regarding the Committee's relationship with the JPIC group and the Fun and Fundraising Group (e.g. should the Committee be coordinating its choice of charities with the Fundraising Group?).

Jacqui Spence explained that the Committee did a lot of due diligence and sought to support quality projects. Sometimes it was difficult to get feedback from the charities. They were not keen to rotate charities just for the sake of it, as some (e.g. COPE in Laos) were very good and had a great need. They preferred projects where there was feedback and where money was well spent; also projects where there was some personal connection with a member of the congregation; the 'Friendship Luxembourg' project and the Greyton Genadendal project had been visited in the previous 12 months.

Martin Curwen suggested that in future the Charities Committee could have an initial meeting with the Council in October and a follow-up meeting early on in the following year to review the proposals put forward in October. He also proposed that the Council could nominate one member to liaise with the Charities Committee.

There was some discussion about the possibility of obtaining matched funding from the Luxembourg Government for charities we supported and whether the Luxembourg system of offering tax relief to those who gave to charity could in some way be used to our advantage for our charitable giving.

Philippa Seymour explained that the Fun and Fundraising Group thought up events to raise money for projects supported by the church (e.g. the proceeds of the wine-tasting event on 3 February would go to Stëmm vun der Strooss); she would like the Charities Committee to give the Group a list in January of the charities being supported that year so that the Group could advertise them, and she suggested that those who had visited projects could come and talk about them.

She also explained that the JPIC (Justice, Peace and the Integrity of Creation) Group had previously been the Environmental Footprint Group, and had now enlarged its scope to cover human dignity issues too. Simon Norcross said that the JPIC Group could pass names of possible charities on to the Charities Committee for due diligence.

The Chaplain agreed with Martin Curwen that communication with the Charities Committee and the timing of meetings between the Committee and the Council needed improving. He said that due diligence always needed doing before choosing charities to support and the Council was grateful for the Charities Committee's work in this respect. He went on to say that justice and peace issues might in future influence our choice of projects; the JPIC Group could hold an event with speakers to highlight these issues; it was important for the congregation to be conscious of what it did and to develop skills, i.e. the skill of being 'salt' and 'light' to the world. He had pushed for the church to contribute to the (Muslim-dominated) 'Friendship' charity because there was an inter-faith aspect to supporting it (the same was true of 'Golden Horizons') and we could show our cooperation and partnership with other communities. Although our church's giving was small (our €10 000 a year would only make a tiny change in the world), we nevertheless illuminated aspects of the world by our giving and our consciousness thereby changed; through our giving, our awareness, engagement and perspective changed.

5. Approval of Minutes of last meeting (12 December 2016)

The minutes of the meeting held on 12 December 2016 were agreed to be an accurate account of the proceedings, subject to minor amendments to items 6b and 12a.

6. Action Points Review and Matters Arising

Action Points Review: the Chaplain noted that a number of points in particular needed his attention before he retired.

7. Ministry Report

The Chaplain reported as follows:

a) Sunday services in the absence of a Chaplain: The Archdeacon was happy with a format of 'holy communion service minus the communion' being used if necessary when no chaplain or locum was available.

i) Setting up for services: training in how to set up for the services (chalice, altar, service books, etc.) would be given on 22 January 2017 at 12.45pm for about 10 people.

b) Retirement:

i) the Area Dean, Stephen Murray, would visit on 4-5 February 2017; he would have a tour of Luxembourg, visit Cents church and meet the Council at 5pm on 4 February; he would be at the Sunday services (morning and evening) on 5 February.

ii) Final Sunday: the Chaplain's final Sunday would be 12 February, when a farewell service would be held at 11am in Cents church, followed by a reception; about 30 invitations would be sent.

iii) Administration: In view of the lengthy list of matters he still needed to attend to, the Chaplain had decided, by agreement with the Bishop and the Archdeacon, to stay on as Chaplain until the end of March in order to see to all the outstanding administrative tasks; in particular he needed to be able to sign certain agreements: these related to (i) the new payment arrangements for the lump sum paid by the Government to the Church; (ii) the question of whether UK pension contributions would have to be paid, as well as Luxembourg social security contributions; (iii) the new office flat for which the Chaplain was the signatory for contracts, by delegation from the Bishop; several things needed signing for the flat. The Chaplain's pastoral mission would end on 12 February; from then until the end of March he would not do any services or pastoral work; he would have an exit interview with the Archdeacon, Paul Vrolijk, towards the end of March.

c) Locum arrangements: a locum should be in place for 19 February; John Overstall pointed out that if in future there was a gap in the locum arrangements or a locum was sick, we would have nobody to take the services; this matter needed clarifying with the Area Dean.

d) Intercessors rota: a replacement for Phil Harvey had yet to be found.

e) Junior Church provision at Christmas, Easter and in August: in response to a query from those involved in running Junior Church about the need to provide Junior Church at these times, the Chaplain said that in his view there should be provision for children at every service; in particular he wanted to be able to preach to adults at the Christmas and Easter services; lots of people attended these services with children and if no provision was made for the children to be occupied outside the chapel, then some people found it hard to concentrate; it would be great to have teachers who were willing to cover these Sundays; Victoria Hodgson pointed out that she personally wanted to be in the service with her children on those special days so that they could learn to understand the big meaning of these events, and other JC leaders also felt they would prefer to be in church rather than running JC activities; Victoria Hodgson suggested that we could run JC in August (with a rota of only 3 people each week) but only provide children's activities at Christmas and Easter if volunteers could be found to run them; the Chaplain was in favour of this approach, but stressed that the Council/Churchwardens needed to find people willing to run activities at these times.

f) Music Director's contract: Ovidiu Dragan had asked to have a '*contrat indéterminé*' as he was buying a house; the Council agreed instead to add a clause to his '*contrat de prestations*' saying that his contract would run for five years (from 11 October 2015).

8. Finance Committee meeting

a) Vacation of apartment at No 33 rue de Mühlenbach by the Chaplain: the Chaplain would leave the flat by 19 February 2017 and move to Strassen; he sought approval from the Council to use Maniac Movers again to remove his personal property; the Council agreed; some items (a sofa, chair, bookshelves, cutlery, pots and pans) would need to be purchased once he left so that the flat was fully furnished for the incoming locum/Chaplain; Victoria Hodgson was willing to shop for the items needed at IKEA; in order to keep the flat clean for incoming locums, the Council agreed to use the cleaner who had previously cleaned the Vicarage;

b) Purchase of a car for the future locum/Chaplain: the Chaplain suggested that a Council member (or someone it co-opted) could look into buying/leasing a car for 18 months, to be used by a future locum/Chaplain; it would make Luxembourg an attractive place to come to as a locum. Simon Norcross would look into asking someone to do this.

9. Move to Cents Church

The Chaplain was intending to invite the President of the Cents *conseil paroissal*, M. Albert Ludig, and Cents church representatives to come to our church service and to have lunch, together with the Churchwardens, on 29 January 2017.

10. Lay Pastoral Assistant

The Chaplain said that a possible contract for Evelyn Sweerts as lay pastoral assistant had been discussed in the Finance Committee on the basis of her working 70% of a 40-hour week, with two weekdays off; she would be supervised by the Area Dean; she would be in attendance at Council meetings but the Council could meet in her absence and she would not have a vote; she would be accountable to the Churchwardens (with Philippa Seymour being her contact person with the Council) but she would not be accountable to the Council; as an ordinand in training, she might be called upon to do some services. The Chaplain would have an interview with Evelyn about all these issues and her possible start of

employment might be 1 February 2017.

11. Communications Committee report

Philippa Seymour reported as follows:

- the new church e-mail addresses had been allocated according to role and were being used accordingly; if we eventually opted for Office 365, we would use e-mails differently;
- a new computer had been bought by John Dimond for the new locum/Chaplain;
- purchase of telephones - John Dimond and Lynn Barclay were looking into what was needed;
- the website had been updated to include a list of the charities we supported and a new paragraph about the JPIC Group;
- the video on the website would be updated;
- the committee had discussed having a rota of people who knew the arrangements for each service;
- the Chaplain's leaving party had been discussed.

12. Fun and Fundraising Group

Philippa Seymour reported that tickets for the wine-tasting fund-raising event to be held on 3 February 2017 were selling well, and full details of the arts festival (12 February 2017) had been posted on the website.

13. Treasurer's Report

Chris Vaudrey, the acting Treasurer, presented a receipts and payments account for the period from January to December 2016. Donations for the year were about as budgeted, whilst church collections were less than budgeted. He explained why some items in the accounts were larger than budgeted (for example, 'property vacation and removal expenses' stood at €33 785, but it included some one-off exceptional costs). The net surplus was €232 742, but the '% non-capital' column (showing the overall picture when big figures, such as the sale of the Vicarage, etc. were excluded) showed an overall loss of €68 472.

The Chaplain thanked Chris Vaudrey and the Council accepted the Treasurer's report.

14. Search for a '*fiduciaire*' and new Treasurer

a) Search for a '*fiduciaire*': Chris Vaudrey reported that he and the Chaplain had signed a contract with Faber, the '*fiduciaire*' which dealt with the wages for the Church staff, to do the bookkeeping for the Church as of 1 January 2017, for a fee of €550 per month for producing monthly and annual accounts, plus a one-off set-up fee. Faber would also be prepared to make payments, if already authorised, for an extra fee. As the Finance Committee recommended using the '*fiduciaire*' to make the payments too, the Council agreed that an additional contract should be signed with Faber for this purpose.

b) Search for a new Treasurer: Simon Norcross pointed out that once the '*fiduciaire*' was doing the bookkeeping, the Treasurer's job would be much smaller in scope and so the person doing this job did not need to be an accountant. The Finance Committee thought that someone on the Council who knew about how the Church worked would be best. The Chaplain said that the Treasurer needed to be ex officio, that is to say, not a Council member only serving for three years; the Treasurer should always be present at Church meetings and have a vote. The Council agreed to Simon Norcross' proposal as a way forward.

15. Rental agreement for the Assistant Chaplain's house in Howald

Simon Norcross reported that the Church had paid 4 months' extra rent, up to December; no bill had yet been received for the repair work carried out.

16. Archdeaconry Synod report – postponed to next meeting

17. Any other business - none

18. Dates of future meetings

Council meetings: Wednesday 8 February 2017 at 7.30 pm (6.45 pm for food beforehand);
Wednesday 15 March 2017

Other events: Saturday 4 February 2017, 5-7pm, meeting of Council members with
Area Dean, the Reverend Stephen Murray, Centre Jean XXIII, Salle des
Professeurs
Sunday 25 June 2017, 6.30 pm - Anglican Te Deum and *vin d'honneur*

19. Closing prayer

The Chaplain, having thanked everyone for their patience and perseverance and Moira Hogg for providing supper, closed the meeting with a prayer at 11.36 pm.