

ANGLICAN CHURCH OF LUXEMBOURG

CHURCH COUNCIL

Wednesday 17 May 2017
8 pm, Centre Jean XXIII, 52 rue Jules Wilhelm, L-2728 Luxembourg

MINUTES

Present: Lynn Barclay, Tania Buhr (Secretary), Gabriel Chelladurai, Gerd Gebhard, Victoria Hodgson, Moira Hogg, Simon Norcross (Churchwarden), Isabel Page, Philippa Seymour (Churchwarden) and Evelyn Sweerts (Lay Pastoral Assistant)

1. & 2. Welcome & Bible reading and prayer

Philippa Seymour, as chairwoman, opened the meeting at 8.05 pm with a reading from Exodus 40, v. 16 onwards, and two prayers.

3. **Apologies for absence** – Catriona Gillham and Nik Legge.

4. **Approval of Minutes of last meeting (5 April 2017)**

The minutes of the meeting held on 5 April 2017 were agreed to be an accurate account of the proceedings, subject to the following amendments:

Item 8(f), second sentence to read: 'In response to a query from Evelyn, the Council identified the smooth running of the First Sunday services as a priority area for her work.'

Item 12, second sentence to read: 'Various fairly minor expenses had been requested to the promoter. The most expensive items had been some extra electrical sockets and an alarm system. The total cost of the extra expenditure agreed to date would be around €9 000.'

Item 13, sentences 3 and 4 to read: 'Once he did receive details of the amounts being charged, the Churchwardens would see which items could be contested and then meet with the landlords to try to come to an agreement. Some of the amount to be paid would be off-set by the deposit (€4 600) and the charges paid in advance (€1 040).'

Item 17(ii) to read: 'Chris Vaudrey reported that, as the tax authorities would be auditing the salaries paid by the church since 2012, he had duly provided them with the requisite information.'

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

Action Points Review: Two points were removed from the list; John Dimond, the webmaster, would talk to Chris Lyon about his anglican.lu address;

Matters arising: item 11: clearer instructions to help newcomers find their way to the Konvikt chapel were now on the website.

6. **Churchwardens' Report**

The Churchwardens reported as follows:

a) Locum arrangements: Rev'd Neil Dawson would continue to take the services until 20 June; Rev'd Michael Fox would take the service on the morning of 25 June, with Phil Harvey preaching;

b) No 33 rue de Mühlenbach: Three volunteers had offered to tidy up the garden. Moira Hogg had agreed to help Victoria Hodgson with the housekeeping between one locum leaving and the next arriving;

c) Convention/Luxembourg government subsidy: following a meeting on 14 March 2017 between Chris Lyon, the Archdeacon Paul Vrolijk, the Churchwardens and a senior Government representative, Chris Lyon had agreed to draft a letter addressed to the Prime Minister; the draft letter explaining the whole hierarchical structure of our church following Chris Lyon's retirement and our expectations for the government payment had been sent this week to the senior Government representative, who would review it before it was eventually sent on to the Prime Minister;

d) Handling of church keys after the service: as it had been agreed that the task of locking up after services fell to sidespeople, Liz Galvin had amended the instructions to sidespeople accordingly and would circulate them by email and make a laminated version available in the chapel.

7. Treasurer's Report

Gabriel Chelladurai explained that no official hand-over to him as the new Treasurer had taken place yet, because the audited accounts for 2016 were still not available; however, that would happen in the near future; other arrangements for the hand-over had been made: there had been a meeting with the bank, the list of names with access to the accounts had been changed and the credit card had been put in his name. The Finance Committee had discussed the forecast for 2017.

He presented the receipts and payments account for January to April 2017, prepared by Chris Vaudrey. This included some 2017 forecast figures, which would be discussed further with Chris Vaudrey when he returned from holiday.

8. Sound system in the chapel

Many people had mentioned the need for a sound system in their replies to the chaplaincy questionnaire. Philippa Seymour pointed out that it would make the church more inclusive. An up-to-date complete system was needed. A plea for a volunteer to research a suitable system would be put in the pew sheet. Evelyn Sweets was willing to contact a firm and let them see the chapel.

9. Ministry report – Lay Pastoral Assistant

Evelyn Sweets reported as follows:

- a) Admission to communion: the service on 23 April 2017 had gone very well;
- b) Prayer afternoon: a number of participants had attended this event on Saturday 13 May 2017 in the Konvikt chapel to pray about finding a new Chaplain and all that was going on in our church; it had included a time of open prayer and a service of evening prayer;
- c) Christian classics book club: this would start in September 2017;
- d) Young Adults Group: as this group had not met for some time, it was agreed that it should be removed from the website;
- e) Youth Group: as half of the meetings so far this year had had no participants and there was currently little interest among the young people of the age group concerned, the Youth Group would be scaled down for the time being but reviewed later on; in the meantime, more energy would be put into Junior Church (a social event might be arranged for the top age group);
- f) Different sorts of services: after the AGM, she had talked to the Area Dean, Stephen Murray, who had suggested it might be a good idea to try out some different types of services on a one-off basis, such as a Taizé-style service, a healing service or a 'blue Christmas' service (for people who were sad for one reason or another at Christmas time); she would look into arranging such services;
- g) Crèche supervision: she suggested that crèche supervision could be offered only for the time when Junior Church activities were in progress, i.e. not for the whole of the service; crèche volunteers might feel more part of the service, as they would be in church for the beginning and end of the service; it was agreed to introduce this arrangement for a trial period lasting until the start of Advent and then review how it was working out.

10. Communications Group report

Philippa Seymour had circulated a report by e-mail prior to the meeting. Work on updating various forms and leaflets was ongoing, and it had been decided to continue issuing *Lumen* four times a year, at least until we had a new Chaplain. John Dimond was continually updating and improving the security and content of the website. A deputy webmaster to help him was being sought.

The Council discussed the Communications Group proposal to issue a weekly congregational e-mail with the main notices. This would not entirely replace the pew sheets as some would still be needed for those who just turned up to church and those who preferred to have a paper version. One of the aims was to reduce the amount of paper in circulation on Sundays to a single sheet (the order of service and notices). Lynn Barclay felt that it would be a lot of extra work to produce the newsletter and the pew sheets. Philippa Seymour said they would try it out to see how much work it actually involved and would start sending out a newsletter the following week on a trial basis.

11. Lay involvement in pastoral work, including safeguarding implications

Philippa Seymour said that many respondents to the questionnaire had indicated they would like a lay team to help with pastoral work. Moira Hogg, the safeguarding officer, thought more contact people in the various areas

was a good idea, but said that it had safeguarding implications. A level-two training day on safeguarding would be held (date to be arranged) and this should encourage those who might wish to be involved in such work to do the necessary training. She hoped that when the next Chaplain came it would be possible to set up lay pastoral helper arrangements.

Rev'd Neil Dawson, the current locum, had agreed to give a talk on 15 June on how to talk to people who had recently been bereaved.

12. Recruitment of next Chaplain – progress report

A prayer day had been held and the Chaplaincy Vision Day was scheduled for the following Saturday 20 May, to be led by the Archdeacon, Dr Paul Vrolijk.

13. Echternach procession

Victoria Hodgson said that Father Ed Hone of the English-speaking Catholic Church and also the Echternach church had invited our church to participate in the traditional 'Sprangprozessioun' to be held on Whit Tuesday 6 June 2017. She herself had taken part for three years and felt it was good fun to be involved.

14. Fun and Fundraising Group report

A report had been circulated prior to the meeting. Lauren Marshall would organise the drinks after the Te Deum service, and proposed reviving the monthly Sunday lunch in a restaurant after church as a way of welcoming new people. Victoria Hodgson was considering organising a tea and books day at her home in Echternach over the summer. Jess Bauldry wanted to get a touch rugby team together and also a cycling group. Another Treasure Hunt was planned for the second half of September. Next year's Arts Festival would be held on 4 February 2018 in the Konvikt Centre. Preparations for the Sports Day on 18 June were in hand. Philippa Seymour was looking into the question of insurance.

15. JPIC report

Four meetings were scheduled for the month of May, two had already been held and had gone very well.

16. Progress with Flat 007, Résidence Isatis, and future use

Simon Norcross reported that the price had been revised downwards by €19 as a different shower had been fitted.

The church now owned a clergy flat and an office flat, and had a rental arrangement for Centre Jean. Depending on future requirements once the new Chaplain was appointed, it might be that one or both flats would be rented out. Isabel Page had been asked to draw up a paper reviewing the situation in the light of possible future trends in the Luxembourg property market.

17. Rental agreement Assistant Chaplain's house in Howald

No response had yet been received to our letter to the landlords.

18. Council membership

Philippa Seymour explained that at the AGM on 26 April 2017 she and Simon Norcross had been re-elected as Churchwardens for another year, Victoria Hodgson had been elected as Archdeaconry representative for three years, joining Moira Hogg who had previously been elected; Nik Legge and Isabel Page had been elected as Council members for three years, bringing the number of representatives of the laity to five members. Evelyn Sweerts, as lay pastoral assistant, was also a member of the Council. Up to two persons could be co-opted to serve on the Council until the next AGM. The Treasurer could be appointed from amongst the existing Council members or could be co-opted.

She proposed that Tania Buhr be co-opted again to act as secretary and John Dimond, our webmaster, be co-opted to serve as the sixth Council member. She also proposed that Gabriel Chelladurai be officially appointed as Treasurer; the Council agreed.

19. Survey results – implications for future action

A summary of the survey results was available on the website. The implications could be discussed at the Vision Day on 20 May 2017.

20. Any other business

It was agreed that Council meetings would be scheduled to start at 7.30pm, rather than 8pm, and instead of food beforehand, Moira Hogg would provide some snacks (cheese, crackers, water, cake).

21. Dates of future Council meetings

- Wednesday 14 June 2017 at 7.30pm, Centre Jean XXIII;
- Wednesday 12 July 2017;
- Tuesday 19 September 2017.

22. Dates of other meetings/events

- Saturday 20 May 2017 – workshop for the parish profile for the appointment of a new Chaplain ('Vision Day');
- Sunday 25 June 2017, 6.30pm - Anglican Te Deum and *vin d'honneur*.

23. Closing prayer

Philippa Seymour closed the meeting with a prayer at 10.40 pm.