

# All Saints, Hérault

## The English Church at Saint Pargoire

### Minutes of the Chaplaincy Council Meeting held at 14 Rue du Parc, Autignac, starting at 2.25 pm on Wednesday 22 May 2019

Present: Revd Roger Smith (Chairman), Patricia Bigot, Eleanor Grant, Sue Jones, Jenny Morgan, Jac Phillips, Delia Smith and Nigel Summersall.

The sign-in sheet was completed. The chairman opened the meeting with prayer.

		Action
1	<b>Apologies for absence</b> Steven Hopkins, Julie Johnson and Andy Marshall	
2	<b>Minutes of the meeting held on 27 February 2019</b> were approved and signed by the chairman as a correct record.	
3	<b>Matters arising</b>	
3.1	<b>3.2 Temple Gate Notice Board</b> The amended notice was in place but no progress had been made on buying and fitting a new notice board.	Roger
3.2	<b>3.3 Photos on Website</b> Trevor had taken a photograph of the council, which Andy had edited but not posted. In view of legislation concerning the publication of photos, Jenny asked all council members to sign a sheet agreeing to have their photographs published.	
	<b>3.3.2</b> It was agreed to ask Andy to remove photos of past members from “Church Members” on the website.	Andy
4	<b>Elections/Appointments</b>	
	The following were re-appointed, subject to confirmation by Steven (who was not present):	
	<b>Lay Vice Chairman</b> Nigel Summersall	
	<b>Secretary</b> Nigel Summersall	
	<b>Minutes Secretary</b> Delia Smith	
	<b>Treasurers</b> Francis Bigot and Nigel Summersall	
	<b>Electoral Roll Officer</b> Patricia Bigot	
	<b>Safeguarding Officer</b> Jenny Morgan	
	<b>Environment Link/Officer</b> Steven Hopkins	
	<b>Youth Officer</b> Steven Hopkins	
	The following were re-appointed to roles within the chaplaincy:	
	<b>Website Manager</b> Andy Marshall	
	<b>Publicity</b> Roger and Delia would continue to advertise services from time to time via Languedoc Living.	
	<b>Events Organiser</b> Jac Phillips, who would seek help from others.	

**Music Team** Alison Kane, Carol Gardner and Bobbie Trickett

**Two lay members of Standing Committee** Julie Johnson and Delia Smith

Jenny Morgan planned to stand down as Safeguarding Officer at the end of the year. Sue Jones agreed to learn about the rôle from Jenny with a view to taking over. Jenny would start Sue's DBS clearance process.

Jenny &  
Sue

## 5 **Finance**

5.1 **Payments pending** The money collected at Lent lunches had not been disbursed as there was not enough in the sterling account to cover the quarter share due to the Bishop's Appeal. It was agreed that Nigel should continue to defer this but pay the three quarters share due to Languedoc Solidarity with Refugees as soon as possible.

Nigel

5.1.1 Nigel proposed and it was agreed that the Discretionary Fund be topped back up to €500 following the €250 donation made to MSF for work with the victims of the Mozambique cyclone.

Nigel

5.1.2 €230 was due back from the Archdeaconry as a result of Julie Johnson not being well enough to attend synod.

5.2 **Income and Expenditure year to date** A statement had been circulated prior to the meeting. Nigel pointed out that income for the year to date exceeded expenditure by nearly €3000.

5.3 The **2019 Budget** was looking good.

5.4 **Methodology for Choice of Charities** Following discussion, it was decided no longer to invite suggestions from the congregation but to choose at the next council meeting and let them know before making payments at the end of the year.

6 **Correspondence** had been distributed prior to the meeting and was noted.

## 7 **Safeguarding**

7.1 Jenny said she had had no reports of any concerns and there were no changes in legislation or guidance.

7.2 **Safeguarding checks** Although guidance was that it was not necessary, it was agreed that Jenny should start the process of DBS clearance for Jim and Phyl Mallett, who were due to lead a new study group.

Jenny

7.3 **First Aid Kit** Jenny had checked this and it was OK until the start of 2020.

7.4 **Training** Steven was still awaiting an opportunity to do level 2 training at a venue not unreasonably far from home.

7.5 Jac asked about the **chaplaincy safeguarding contact scheme**; it is still available via Patricia and is advertised on the service notice sheets.

## 8 **Music Team**

Alison Kane had sent the following report, which was accepted, noting that the meeting on 12 May was after the usual 2<sup>nd</sup> Sunday service.

We have had positive feedback on the choice of hymns in recent months, as we have pursued our commitment to including people's list of hymns they would like to sing. Almost all the list, except for those hymns which are for special occasions, has now been included.

During Lent, we changed the settings of the Sanctus & Benedictus and Agnus Dei to those set by Christopher Tambling, whose setting of the Gloria we are now singing. This was a trial period, and the congregation were asked to vote on which settings they preferred at the AGM on 12<sup>th</sup> May. Although not unanimous, there was a clear preference to return to the previous settings. Thus, we shall now be singing the Sanctus & Benedictus to music by Schubert, the Agnus Dei to music by Alan Rees, and staying with the Gloria sung to music by Christopher Tambling.

Nigel Summersall continues to enrich our services with his thoughtful choices of music, before and after the service, and during communion.

9 **Website** No report had been received.

Roger would talk to Andy about "A Church Near You", this website having now been taken over by the Church of England.

Roger

10 **Procedure for elections at AGM** Andy had queried this by email. The regulations are laid down; a tied vote is resolved by casting lots.

11 **Chaplaincy Development**

11.1 **Succession planning**

No notice had been placed in the Church Times as the Archdeacon had advised there was a Diocesan procedure to follow, that he felt it premature to place an advertisement at present but that it was never too early to think what such an advert might include. He advised the council to begin writing a parish profile, job specification and rôle description.

Delia would re-send to council members the Archdeacon's email plus links to useful websites and the churchwardens would convene a meeting of the council, excluding herself, Roger and Julie, to begin formulating a profile.

Delia  
Patricia  
Nigel

Delia also suggested giving careful thought to what, if any, stipend and/or other financial incentive could be offered to a future priest-in-charge or chaplain.

11.2 **Listening Course & Pastoral Care**

11.2.1 **Listening Course** It had been agreed that those with DBS clearance should do the Listening Course that Jenny had bought and then consider the next step. Jenny said the course was very basic and did not provide training in pastoral care. It had proved impossible to find a date to suit everyone but, those who could, would do the training at Jenny's home on Saturday 8 June.

11.2.2 **Pastoral Care** In England modular courses were available to train church members for a variety of ministries, including Pastoral Assistant. This is not so in the Diocese in Europe. A suggestion from Roger at Synod had led to a proposal from the Archdeaconry of France to Diocesan Synod that modular training for a range of authorised ministries recognised across the diocese be devised and offered. Should such a scheme be adopted, it would, of course, take years to implement.

- 11.3 **Wednesday Groups** The first meeting of the group arising from the Lent course would be on 5 June.

## 12 **Archdeaconry Synod Report**

Delia had circulated the following report.

Synod met from 16-18 May near Lyon and was attended by 26 clergy and 60 lay representatives. Unfortunately ill-health prevented Julie Johnson from going this year. Being one day shorter than previously, the programme was packed. It included eight services: three Eucharists plus Morning and Evening Prayer and Compline.

The Archdeacon's sermon at the opening Eucharist was very good, based on the life and work of Caroline Chisholm, a 19<sup>th</sup> century social reformer, whose day it was. Meurig pointed out that holiness has no hard borders and can be found anywhere, including in social and political activism.

Elsewhere in the programme, the Revd Kirrilee Reid led a workshop on "welcoming the stranger". Kirrilee had just completed her first six months as Chaplain of Nord Pas de Calais and Refugee Project Officer in Calais, spending half her time living and working with those who are known to her and the team there as exiles or guests, and treated as such in the local refuge house.

Brother Matthew of the Taizé Community led two Bible studies, starting as they do at Taizé with quiet contemplative singing. Ben Harding, Chaplain at Lyon, told us that the ecumenical group which meets for prayer each Thursday morning had held a three-day forum attended by 220 French-speaking delegates from France, Switzerland and Belgium. They comprised as many Christian denominations as the group could muster and spent their time talking about their journeys with Jesus.

The rather more down-to-earth speakers covered Safeguarding, GDPR (General Data Protection Regulation) Social Media & Communications, the Archdeaconry and Diocesan Budgets and the inevitable Brexit. From these we were able to bring back to the relevant people in our chaplaincy up-to-date information.

Synod being shorter, there was little opportunity to socialise and share with those from other chaplaincies but attendance was, as usual, valuable in a variety of ways.

As usual, donations were requested of the representatives for a charity. This time, for "Operation Hope", the Taizé Community's channel for providing humanitarian aid.

See also <https://anglicanfrance.fr/>

## 13 **Holy Week and Easter Services**

Jenny felt that not enough preparation had gone into the services, especially the Good Friday service, by those who had parts to play and that this had spoilt this pivotal point in the church's year. She felt the Easter Day service was too "busy". Roger already had in mind changes for next Easter.

- 13.1 **Venues for occasional services** Jenny said that the chapel at Puissalicon was unsuitable for a **Maundy Thursday** service from a safety point of view. Also that the chapel at **Roquessels** excludes some who cannot access it. The church at **Margon**, too, is not ideal, because of the uneven floor.

All these points were noted and would be taken in consideration for 2020. In the meantime a note would be put on the service sheets for Margon in August and September along the lines “Please take care when entering the church; the floor is uneven. Please take your time”.

14 **Future Events**

14.1 **Roquessels, 26 May** The cash collection would be for AJD, an association which helps young diabetics.

14.2 The **Fontès Carol Service** would be on **15 December** and our normal **2<sup>nd</sup> Sunday** service on **8 December**. Patricia would check that she had booked the hall at Margon for **29 September** for **Harvest**.

Patricia

14.3 **Harvest Service 29 September – Fund Raising**

14.3.1 **Collection** The cash collection would be for Languedoc Solidarity with Refugees.

14.3.2 **Other Fund Raising** Members of the congregation would be invited to organise fund raising for their chosen charity at the bring and share lunch after the service, and would be asked to say in advance which charity and why. It being a chaplaincy event, the money raised would be required to go through the chaplaincy accounts.

14.3.3 **Simply Church** would be invited.

15 **Any Other Business** None.

16 **Date and Place of Next Meeting** Provisionally, Wednesday 4 September at 2 pm at Patricia’s home.

The meeting closed at 4.14 pm with members saying the grace together.

