

ROBERT HALL MEMORIAL CHURCH

REVISED CONSTITUTION JANUARY, 1967

(Based on Trust Deeds 1901 and Church Constitution 1935 with
minor revisions 1985, 2000, 2003, 2004 and 2005)

CHURCH FELLOWSHIP

The following shall be eligible for admission to the fellowship of the Church by the vote of the Church:-

(i) **By Baptism, or Profession.**

The name of each candidate shall be submitted to a meeting of the members of the Church, who thereupon shall appoint two of their number to visit the applicant and report to the Church Meeting. If the report be satisfactory, the candidate shall be received into communion.

(ii) **By Transfer.**

All believers may be received by transfer from other evangelical churches. The Church Roll shall be revised, in the last quarter of each year. All names recommended for erasure must be brought before a Church Meeting before any action is taken.

CHURCH ORDINANCES

(i) **The Ordinance of Believers Baptism** shall be administered when necessary.

(ii) **The Ordinance of The Lord's Supper** shall be observed, in the said Chapel, or other part of the premises, on such occasions, and in such manner as the Church may determine, and shall be open to all evangelical Christians.

CHURCH MEETINGS

(i) **An Ordinary Church Meeting** for fellowship and the transaction of business shall take place not more than twelve times per year, and shall be held on the third Wednesday in each month, unless an alternative date has been arranged in accordance with the provisions of the constitution (See Church Meeting point vi), and shall be open to Members of the Church only.

(ii) **A Special Church Meeting** Any member of the Church desirous of raising special business may do so at an Ordinary Church Meeting, and that meeting shall have power to decide whether such business warrants the calling of a Special Church Meeting.

(iii) **An Annual Church Meeting** of the Church for the presentation and adoption of the Financial Report and Secretary's Report, and for the election of Church Officers, shall be held in the month of February each year, such meeting to be announced at Morning and Evening Services on the two Sundays previous to the meeting.

(iv) **An Annual Church and Congregational Meeting** for the presentation of reports from Church Organizations including the Financial Statement adopted at the Annual Church Meeting, shall be held within one month of the Annual Church Meeting, such meeting to be announced at Morning and Evening Services on the two Sundays previous to the meeting.

(v) **Special Resolutions.**

Whenever a special resolution of the Church is required or desired to be passed, such a resolution shall be proposed at a special church meeting which has been summoned by a verbal notice specifying the object of the meeting, and read in the Chapel during public worship at each and every service on the two Sundays prior to the meeting.

(vi) **Summoning of Meetings.**

Meetings of the Church, whether Special or Ordinary, may be summoned at any time by or by the authority of:-

- (a) the Minister or Pastor (if any)
 - (b) the Officers of the Church, or any three of them
- or (c) it shall be the duty of the said Minister or Pastor, or Deacons, to summon a meeting whenever they shall be requested in writing to do so by any twelve Members of the Church. Upon default by the Minister or Deacons in so doing, such twelve Members may themselves summon a meeting.

(vii) **Resolutions.**

A resolution at an Ordinary Church Meeting shall be deemed passed if the majority of those present at such a meeting vote in favour of it.

A resolution at a Special Church Meeting shall be deemed passed if two-thirds of the Members present at such a meeting vote in favour of it.

(viii) **Casting Vote.**

The Chairman at an Ordinary Church Meeting shall have the casting vote should the need arise.

(ix) **Ballot.**

At all meetings of the Church, Annual, Special or Ordinary, the voting shall, if required by any twelve members then present, be by Ballot.

(x) **Eligibility for Voting.**

No member of the Church may vote at any meeting, Annual, Special or Ordinary, unless he or she has attained the age of 18 years, and have been in membership for 6 months, at the time of any such meeting.

CHURCH GOVERNMENT.

The final authority of the Church is vested in the Church Meeting. The management of all Church affairs shall be entrusted to a Diaconate. The decisions of this body shall be reported to a Church Meeting and shall require the endorsement of the Church Meeting.

THE DIACONATE.

- (i) The Diaconate shall consist of up to twelve Church Members, in addition to the Minister or Pastor (if any) and Elders who have previously served as Deacons, and the Full Time Paid Youth Worker (if any) and shall be elected by ballot for a period of four years. Votes for the election of Deacons shall be cast individually and election shall be made if the majority of those present at the meeting, vote in favour of the nominee.
- (ii) The number serving and the length of time served may be altered to fit prevailing circumstances by the consent of the Church Meeting.
- (iii) Three Deacons shall retire each year (or any other number as circumstances determine) and shall be eligible for re-election. Notice of the Election of Deacons shall be given at the December Church Meeting. A Nomination Sheet shall be placed in the Chapel for two Sundays prior to the January Church Meeting, and the election of Deacons shall take place at the January Church Meeting.
- (iv) It is understood that the consent of the nominee shall be obtained prior to nomination.
- (v) Any vacancy that may arise on the Diaconate may be filled at any monthly Church Meeting after the necessary one month's notice has been given.
- (vi) The Diaconate shall deal with the management of the Church in all its spheres.
- (vii) The Secretary shall be elected annually by the Church from the Deacons. The Treasurer shall be elected annually from the Church Membership, by the Church, at the recommendation of the Diaconate. If the Treasurer is not a Deacon, then he/she is, in the first instance, accountable to the Diaconate and can be co-opted, as a non voting member, for meetings where major financial matters are on the agenda.

ELDERS

- (i) Any Deacon elected to the office of Elder shall hold office as long as he or she is a Member of the Church.
- (ii) Any Deacon may be recommended to become an Elder, but may only be elected to that office by consent of the Church Meeting.
- (iii) Elders shall continue to serve on the Diaconate and shall retain full voting power,
- (i) At no one time shall there be more than three Elders serving.

CHURCH OFFICERS AND DELEGATES

A list of names for each year shall be displayed in the Church vestibule.

PASTORATE

All matters relating to the Pastorate shall be considered by the Diaconate in the first place, and before any recommendation is placed before the Church, a unanimous decision shall be arrived at, which shall then be placed before the Church Meeting.

CHURCH DISCIPLINE

In the case of Church Members who are guilty of disorderly conduct, the Church or Diaconate shall, when necessary, exercise the right of discipline either by correction, suspension or exclusion,

RELATION OF THE CHURCH, THE JUNIOR CHURCH, AND OTHER INSTITUTIONS

- (i) No organisation shall be commenced without the consent of the Diaconate.
- (ii) No fund shall be floated by any individual or individuals in the name of the Church without previous sanction of a Church Meeting.
- (iii) The names of the Officers of all societies connected with the Church shall be submitted to the Annual Meeting of the Church.
- (iv) The branch societies shall be required to submit an audited Balance Sheet to the Church Treasurer by January 31st of each year for presentation by him/her to the Diaconate, and if need be, to the Church Meeting.

Any amendment of the above Rules may only be made at the Annual Church Meeting, and written notice of the proposed amendment must have been handed in to the Church Secretary not later than the previous Church Meeting.