



Hockliffe Street
Baptist Church Leighton Buzzard

Knowing
Sharing **Jesus**

HOCKLIFFE STREET BAPTIST CHURCH CHURCH RULES

We hereby certify this to be the Church Rules adopted by the membership of Hockliffe Street Baptist Church at a meeting of the church members held on the 26th April 2009 at Hockliffe Street Baptist Church, Leighton Buzzard, as amended at meetings of the church members held as shown in the amendment record.

Chairman: Plins Secretary: WENT

Date: 13th November 2016

AMENDMENT RECORD

Date of Issue	Nature of Change
26th April 2009	First Issue, replacing previous Church Rules
26th June 2011	Amendment to clause 14.5 (only) to allow elders to serve for three full years from date of first appointment.
17th May 2015	<p>Rewrite of section 14 to define the roles and appointment processes for Church Leaders and Other Charity Trustees. The "Definitions" extended to include all specified roles. As a consequence, some references to "Elders" in other clauses changed to "Managing Trustees". Clause 7.2 amended to allow Associate Church Members to act as Managing Trustees.</p> <p>Further change to term of office of Elders (former clause 14.5, now 14.1.5) to complete the amendment as intended in the June 2011 changes</p> <p>Amendments to various clauses to remove references to the specific role of "Church Administrator and to clarify the use of the term "church member".</p> <p>Changes to Clause 9.1 to clarify that church members note a budget set by the Managing Trustees, they do not approve it.</p> <p>Clause 20.2 has been amended to reflect the fact that the "extension" to the church hall (and the church garden) are not the subject of the 1890 Trust Deed.</p>
13th November 2016	<p>Alterations primarily to clause 15.3 to allow for ministers, other than the Senior Minister, to be appointed without automatically being appointed as Elders, and thus as Managing Trustees. As a consequence, the term "elder" now incorporates the Senior Minister, others in ministerial appointments where they are appointed as elders at the time of their ministerial appointment, and those Elected Elders.</p> <p>As a result, in some places the term "elder" has been replaced with "Elected Elder".</p>

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1 THE CHURCH AND ITS NAME

Hockliffe Street Baptist Church is established under a Constitution dated 26th April 2009, which contains the main legal provisions governing the Church, its purpose and Basis of Faith, its powers and the use of any property owned by the Church. For ease of reference the Basis of Faith is set out in clause 3 below. The Constitution appoints the Church Officers as the Managing Trustees.

2 DEFINITIONS

Ministers	Ministers are persons set apart for the Preaching and Pastoral Ministry of the church. They are appointed by the church as defined in these rules and are remunerated by stipend or salary as appropriate. Ministers may also be Elders, as determined at the time of their appointment, depending upon the nature of their ministerial role.
Elected Elders	<p>Elected Elders shall share with the Senior Minister and other Ministers as determined at the time of their appointment the spiritual oversight and leadership of the fellowship in a spirit of unity and love. They are elected by the church as defined in these Rules.</p> <p>The Senior Minister, other Ministers as determined at the time of their appointment, and Elected Elders shall together form the Eldership of the Church, fulfilling on an equal basis the scriptural responsibilities defined for Elders.</p> <p>Where the term "Elders" is used in these rules, it will normally include the Ministers appointed as Elders. Where the term "Elected Elders" is used, it excludes the Ministers.</p>
Church Leaders	Church Leaders are persons who join with the duly appointed Ministers (if any) and Elected Elders in the task of running the spiritual and practical aspects of the church. Church Leaders are not, however, responsible for those aspects of the running of the church that are defined in law as being the responsibility of Charity Trustees. They are elected by the church as defined in these Rules.
Other Charity Trustees (Other Church Officers)	Other Charity Trustees (e.g. Treasurer) are elected because they bring the necessary skills to fulfil the legal requirements associated with the Charity registration. For the purposes of the Charity Constitution, they are also known as "Other Church Officers". They are elected by the church as defined in these Rules. They are not automatically "Church Leaders".
Managing Trustees	<p>The statutory definition of Managing Trustees in Section 97(1) of the Charities Act 1993 is "persons having the general control and management of the administration of a charity."</p> <p>The duly appointed Ministers (if any), Elected Elders and Other Charity Trustees (also known as Other Church Officers) are the Church Officers and hence the Managing Trustees as laid down in the Constitution.</p>
church member	A church member may be either a Full Church Member or an Associate Church Member. Where in these Church Rules the term "church member" (in lower case) is used, it means church members from either class of membership. Where necessary to distinguish between the classes of membership, initial capital letters are used, e.g. Full Church Member.

3 DOCTRINAL BASIS

The church shall be 'a society of Calvinistic or Particular Baptists' (as expressed in the Doctrinal Basis below), with Full Church Members who have been baptised by immersion.

3.1 Basis of Faith

The Church shall uphold the fundamental doctrines of the Christian faith, in particular that:

- There is one God: Father, Son and Holy Spirit
- Holy Scripture is the divinely inspired truth from God, trustworthy in all its teachings; it is our sufficient and final authority in all matters of faith and practice
- God created the universe without sin for His own glory; since our rebellion and fall from God's grace, it has been subjected to corruption and death
- God created humanity in His own image and loves each one of us; since our rebellion and fall from His grace, we are nevertheless subject to His wrath and condemnation
- Our Lord Jesus Christ was born of the Virgin Mary, and is truly God and truly man. He was sinless in His character, and perfect in His obedience to His Father
- We are redeemed from our sins only through our Lord Jesus Christ's death in our place. Through his death, Christ showed us God's love, satisfied God's justice, and appeased God's wrath once and for all time, on behalf of sinners.
- Our Lord Jesus Christ was resurrected bodily from death, and ascended in heaven, where he now reigns
- The work of the Holy Spirit is necessary to grant us spiritual life, to sanctify us and to empower us to serve God
- True spiritual life begins with repentance from sin and saving faith in Jesus Christ, which are gifts of the Holy Spirit
- The Christian Church is the universal body of all who are in Christ from every generation, and is expressed in each local congregation of believers
- There are two sacraments or ordinances, which are believer's baptism by immersion and the Lord's Supper or communion
- The future visible and personal return of Our Lord Jesus Christ is certain
- The redeemed will inherit eternal life and the unsaved will be eternally lost

3.2 Baptist Union Declaration of Principle

The Church also subscribes to the Baptist Union Declaration of Principle, namely:

'That our Lord and Saviour Jesus Christ, God manifest in the flesh, is the sole and absolute authority in all matters pertaining to faith and practice, as revealed in the Holy Scriptures, and that each Church has liberty, under the guidance of the Holy Spirit, to interpret and administer His law.

That Christian baptism is the immersion in water into the name of the Father, the Son, and the Holy Spirit, of those who have professed repentance toward God and faith in our Lord Jesus Christ who died "for our sins according to the Scriptures; was buried, and rose again the third day".

That it is the duty of every disciple to bear personal witness to the Gospel of Jesus Christ, and to take part in the evangelisation of the world.'

4 ACTIVITIES OF THE CHURCH

4.1 Church Activities and Purpose

In fulfilling the Purpose (as defined in the Constitution) the Church will engage in a range of Activities either on its own or with others that will vary from time to time with Activities being initiated, expanded, or closed, as appropriate.

4.2 Specific Activities

The Activities may include but are not restricted to:

- regular public worship, prayer, Bible study, preaching and teaching
- believer's baptism by immersion
- Communion or the Lord's Supper
- evangelism and mission, locally, regionally, nationally and internationally
- the teaching, encouragement, welcome and inclusion of young people
- nurture and growth of Christian disciples
- education and training for Christian and community service
- giving and encouraging pastoral care
- supporting and encouraging charitable social action in the United Kingdom and abroad
- encouraging relationships with and supporting Baptists and other Christians

4.3 Responsibility for Activities

Notwithstanding the appointment of persons to accept responsibility for any of the Activities, all individuals, organisations, groups, and committees operating within the life of the Church, and their leaders, shall be accountable to the Managing Trustees and also through any specific direction of the Church Meeting.

4.4 Baptism

The mode of baptism to be practised is that of believer's baptism by immersion, but on the recommendation of the Elders an alternative mode may be applied where this is felt appropriate.

Any person wishing to be baptised shall submit their request to the Church Office for the attention of the elders who will arrange for the applicant to follow the prescribed baptismal preparation course.

An applicant who is to be baptised will be required to give public testimony to their faith before the baptism.

4.5 Communion or the Lord's Supper

The Lord's Supper is to be celebrated in thanksgiving for the Son of God who loved us and gave himself for us. It is a service of remembrance of, and communion with, the risen Lord by those who have been saved.

Normally the Lord's Supper shall be celebrated twice per month. The table shall be open to all who truly believe in the Lord Jesus Christ and know Him as their own personal Saviour.

5 AFFILIATION AND RELATIONSHIPS

The Church shall be affiliated to the Baptist Union of Great Britain and Ireland and to such other bodies as may be agreed from time to time in the Church Meeting.

6 BELONGING TO THE CHURCH

6.1 Responsibilities of membership

The responsibilities of membership include:

- regularly attending worship and participating in Church Activities
- personal prayer and Bible study
- participation at the Communion of the Lord's Supper as a privilege and a priority
- helping the Church whenever possible by using gifts and abilities to advance the Purpose of the church through its Activities
- attending and participating in Church Meetings
- giving regular financial support to the Church in proportion to personal resources and circumstances (tithing is commended as the biblical norm)
- upholding Christian values
- the maintenance of harmony, unity and spiritual integrity in the fellowship by the willing acceptance of the Church's rules and discipline, the leadership of those appointed by the Church and the decisions of Church Meetings.

6.2 Resolution of differences

If there are differences that lead to difficulties between church members (and it is recognised that these will sometimes arise) each church member should try to resolve the situation with gentleness and humility following Christian and Biblical principles. It may be necessary for another wise and experienced church member (or if invited a member of a neighbouring Church) to act as mediator or friend to those seeking to achieve reconciliation.

7 JOINING AND BECOMING A CHURCH MEMBER

7.1 Membership of the Church

Membership of the Church is open to those who:

- Profess repentance toward God and faith in Jesus Christ as personal Saviour and Lord
- Confess this faith in believers' baptism by immersion unless excused by the Church Meeting for reasons of age, infirmity or other genuine necessity
- Seek to live active Christian lives in daily fellowship with God through our Lord Jesus Christ by the enabling of the Holy Spirit and in obedience to the Scriptures
- Complete, if requested by the Elders, a preparation course
- Accept the doctrinal basis of the church as set out in clause 3 of these rules and the responsibilities of membership set out in clause 6 of these rules
- Commit themselves to serving Christ within the Church and beyond; acknowledge their responsibilities as church members; and agree to abide by the decisions of the Church Meeting

7.2 Associate church membership

Associate Church Membership is available to those who wish to transfer their membership from a non-Baptist tradition and who fulfil the conditions of membership in Section 7.1. except that they are conscientiously unable to accept submission to the ordinance of believer's baptism.

Associate Church Members may not

- vote on any matter on which the Property Trust deed requires a Members' vote, namely: the appointment or dismissal of Ministers, or transfer of property.
- Serve as Ministers or Elders.

Associate Church Membership is not intended to be an act of exclusion from the Church's life but of inclusion for those whose faith unites them with the Church in other respects than the proper mode and meaning of baptism.

7.3 Sexual morality and church membership

The Church's understanding of Biblical teaching is that all extra-marital sexual practices are sinful and wrong. This includes homosexual practices (Romans 1v24-32; 1 Corinthians 6v9-11). The Bible also teaches that we must not be actively or passively complicit in sin (1 Corinthians 6v18-20; 1 Timothy 5v22; Ephesians5:8-16) and that faith without works is dead (James 2v17). It is therefore part of our doctrine that in relation to any activities of this church we must in no way condone, promote, assist or encourage any form of sexual practice except that within the loving bond of husband and wife.

7.4 Applications for church membership

Applications for church membership shall be made in writing to the Church Office for the attention of the elders.

Applicants for church membership will be interviewed by two church members (one of whom should normally be an elder). The interview will include a discussion of the doctrinal basis of the church as set out in clause 3 of these rules, the activities as set out in clause 4, the responsibilities as set out in clause 6 and the membership criteria as set out in this clause 7. The interviewers will confirm the applicant's acceptance of the Church Rules before preparing a report and recommendation on the acceptability of the application to be given to a Church Meeting. Where prospective church members are transferring from another fellowship, the Church shall also request a letter of commendation, the content of which shall be considered by the Church Meeting.

7.5 Acceptance

The Church Meeting will consider and vote on all applications for membership. If accepted, membership commences from the end of the Business Meeting at which the application is approved, but the new church member will be symbolically welcomed into membership at a communion or other public service.

8 THE MEMBERSHIP LIST

8.1 List of church members

A list of the current church members shall be maintained by the Managing Trustees incorporating routine changes because of additions, or deletions arising through death, transfer to another church, resignation, or a resolution by Church Meeting.

Routine changes to the membership list shall be reported at the next convenient Church Meeting.

8.2 Maintenance of the list

In order to keep the membership list up to date the membership list shall be reviewed at least once every three years by the Managing Trustees. Any person who is no longer actively fulfilling the responsibilities of membership having, for example, moved away or ceased attending the church for a continuous period of three or more months, shall be considered for removal from membership. The Managing Trustees shall appoint two of their number (at least one, and normally both, of whom shall be Elders) to interview that person and if no valid reason, in their judgement, is given for the absence, or the offer of an interview is refused, then they may recommend in a resolution be put to the church members that the person be suspended or removed from membership.

8.3 Removal from the list

Where the conduct of a church member is considered to be contrary to the Purpose and Beliefs of the Church and/or disruptive to the relationships between church members, or following a review of the membership list in accordance with the previous clause, the Managing Trustees may, following investigation of the circumstances and following interview of the church member, recommend to a Church Meeting that the membership of that person be reviewed. The church member shall be allowed to hear what is said at the Church Meeting, to correct any errors of fact and offer any explanation of the circumstances or reasons for their actions before withdrawing from the meeting so that the Church Meeting may prayerfully and carefully consider whether they should resolve to remove that person's name from the list of church members. The church members may, after considering the facts, resolve to terminate the membership of that person.

9 CHURCH MEETINGS

Church members shall meet together in a Church Meeting under the guidance of the Holy Spirit and under the Lordship of Christ to discern the mind of God in the affairs of the Church.

There are three types of formal Church Meetings: Ordinary Church Meetings, the Annual General Church Meeting and Special Church Meetings.

9.1 Ordinary Church Meetings

Ordinary Church Meetings shall be held normally once per month and in any case not less often than six times in any calendar year and shall be an opportunity to consider and review routine matters associated with the life of the Church including issues related to church membership, the administration of the membership list, the noting of the budget, with opportunities for considering proposals from the Managing Trustees or church members for the development of the Church and the advancement of its Purpose through its Activities.

9.2 Annual General Church Meeting

One Ordinary Church Meeting each year shall include the Annual General Church Meeting for the church members to receive annual accounts and reports, to appoint Auditors or Independent Examiners, to appoint or re-elect (but not dismiss) Elders, Church Leaders and Other Charity Trustees, and to consider proposals for the strategy and vision of the church in the coming year, with other appropriate matters.

9.3 Special Church Meetings

A Special Church Meeting shall be convened when necessary to consider the appointment or dismissal of a Minister, Elder, Church Leader or Other Charity Trustee, matters relating to the purchase, sale, lease, mortgage or redevelopment of church property, the closure of the church, alterations to the Constitution or these Rules, or matters considered by the Managing Trustees to be of sufficient importance to require the calling of a Special Meeting.

Any decisions taken in relation to property must comply with the requirements of statute law and any specific property trusts under which the land and buildings are used and occupied by the church.

9.4 Additional Meetings

Additional meetings whether Special or Ordinary shall be convened by the Managing Trustees as necessary but they must convene a Special Church Meeting as soon as possible upon the receipt of a written request for a meeting signed by at least one tenth of the church membership or twelve church members, whichever is the less.

10 THE CONDUCT OF CHURCH MEETINGS

Worship including prayer and the reading of Scripture shall be a key feature of the Church Meeting. The discussion of any matters affecting the life and activities of the Church shall be set in this context with the intention that, so far as possible, practical issues are not perceived as being separate from the spiritual aspects of the Church.

The rules within this section 10 apply equally to Ordinary Church Meetings, the Annual General Church Meeting, and Special Church Meetings. Clauses 11 to 13 give specific rules applicable only to that meeting.

10.1 Chairman

The Church Elders shall appoint one of their number to be Chairman of any Church Meeting. If no Elder is prepared or is not available to act as Chairman then the church members attending the Meeting may appoint a Chairman from amongst their number by a simple majority of those voting.

10.2 Agenda

Matters for discussion at Church Meetings shall be decided by the Managing Trustees, although this may be delegated to the Elders. Church members who wish an item to be discussed at a Church Meeting shall pass details of the item to the Managing Trustees for their consideration.

10.3 Unity

Church members shall, so far as possible, seek consensus on all matters considered at a Church Meeting.

For matters requiring a decision a vote shall be taken and the outcome of the vote recorded as the resolution of the church members.

10.4 Voting Rights

Each church member shall have one vote which they may use at the Church Meeting after hearing about the issues and any comments or questions raised by other church members in advance of the vote.

No proxy votes shall be allowed and no postal votes shall be valid.

Church members, invited guests, and, if publicly invited, those who normally attend church events may attend a Church Meeting but only church members may vote.

Associate Church Members may not vote on any matter on which the Property Trust deed requires a Members' vote, namely: the appointment or dismissal of Ministers, or transfer of property.

10.5 Secret Ballot

If any matter requires a decision affecting or involving individuals and any embarrassment might arise by a public vote then a secret ballot shall be held if requested and agreed by the Church Meeting. A

secret ballot shall always be held for the appointment or dismissal of a Minister, Elder, Church Leader or Other Charity Trustee.

If a secret ballot is to be held two persons will be appointed as scrutinisers to the ballot to count the votes. The person chairing the Church Meeting shall announce the outcome without necessarily revealing the numbers of votes.

10.6 Tied Votes

If there is an equality of votes on any matter for which a simple majority is required and there is a tied vote, or if at least a two-thirds majority is required and the vote produces exactly two-thirds in favour, the chairman of the meeting may cast a second or casting vote but may choose not to do so and may refer the matter back to the submitter for review.

10.7 Resolutions not to be Overturned

A resolution passed at any Church Meeting shall not be rescinded within one year, unless notice of the resolution for rescission is given at the Church Meeting prior to that at which there is to be a vote on the resolution to rescind.

10.8 Recording decisions of meetings

The business conducted at Church Meetings and, in particular, any decisions of the church members shall be recorded in the Minutes for future reference.

10.9 Preservation of records

The minutes shall be written or printed and the signed master copy of the approved minutes filed in a book or binder set aside for this purpose using materials of sufficient quality to ensure that they survive for many years and shall be kept in a safe place.

Any church member may request a copy of the minutes of a meeting.

10.10 Approval of minutes

Each set of minutes shall be approved by the church members attending the next Church Meeting. They shall have the opportunity to review the minutes and to correct any errors of fact before a formal vote on the approval of the minutes is taken. If the minutes are approved the person chairing the Church Meeting shall confirm the meetings' acceptance of the minutes by signing and dating them as a correct record of the preceding meeting.

10.11 Authority of minutes

The signed minutes shall be conclusive evidence of the decisions taken at the Church Meeting to which they relate.

11 ORDINARY CHURCH MEETINGS

11.1 Calling Ordinary Church Meetings

An Ordinary Church Meeting shall be properly convened if as a minimum requirement the date, time and place for the meeting are publicised at the worship service or services on the previous Sunday (or other regular weekly meeting time when the Church gathers together) with an indication (if possible) of the matters to be considered.

11.2 Quorum

A quorum of 20% of the total number of church members shall apply to Church Meetings.

No vote taken shall be considered to be valid if the meeting is not quorate at the time the vote is taken.

11.3 Majority

A resolution at an Ordinary Church Meeting shall be carried if supported by a majority of the church members present, entitled to vote and voting.

12 THE ANNUAL GENERAL CHURCH MEETING

12.1 Calling the Annual General Church Meeting

The Annual General Church Meeting shall be properly convened if as a minimum requirement the date, time and place for the meeting are publicised at the worship service or services on the two previous Sundays (or other regular weekly meeting time when the Church gathers together) with an indication of the matters to be considered.

12.2 Quorum

A quorum of 20% of the total number of church members shall apply to the Annual General Church Meeting.

No vote taken shall be considered to be valid if the meeting is not quorate at the time the vote is taken.

12.3 Majority

A resolution at an Annual General Church Meeting, other than for the appointment or re-election of Elders, Church Leaders or Other Charity Trustees shall be carried if supported by a majority of the church members present, entitled to vote and voting.

Resolutions on the appointment or re-election of Elders, Church Leaders or Other Charity Trustees shall be carried if supported by at least two thirds of the church members present, entitled to vote and voting.

13 SPECIAL CHURCH MEETINGS

13.1 Calling Special Church Meetings

A Special Church Meeting shall be properly convened if as a minimum requirement the date, time and place for the meeting are publicised, with as full an indication of the matters to be considered as possible, at the public worship service or services on the two previous Sundays (or other regular weekly meeting time when the Church gathers together).

13.2 Quorum

A quorum of 20% of the total number of Full Church Members only shall apply to votes taken at Special Church Meetings relating to the appointment or dismissal of a Minister, matters relating to the purchase, sale, lease, mortgage or redevelopment of church property, the closure of the church, or alterations to the Constitution or these Rules.

A quorum of 20% of the total number of church members shall apply to votes taken at Special Church Meetings relating to the appointment or dismissal of Elected Elders, Church Leaders or Other Charity Trustees, or to other items considered at the meeting where a restriction to Full Church Members is not required by the Church's Property Trust.

No vote taken shall be considered to be valid if the meeting is not quorate at the time the vote is taken.

13.3 Majority

A resolution at a Special Church Meeting shall be carried if supported by at least two thirds of the church members present, entitled to vote and voting.

14 THE APPOINTMENT AND REMOVAL OF ELECTED ELDERS, CHURCH LEADERS AND OTHER CHARITY TRUSTEES

14.1 Elected Elders

14.1.1 Responsibilities of Elected Elders

Elected Elders shall share with the Minister(s) the spiritual oversight and governance of the church in a spirit of unity and love. The Elected Elders shall meet regularly with the Minister(s) as necessary to fulfil this spiritual oversight, including pastoral matters, church discipline and the establishment of preaching and teaching ministries.

On election as Elders they will become Managing Trustees. Subject to any specific or general directions of the Church Meeting and the provisions of Clause 9, the control, management and administration of the Church shall be by the Managing Trustees, save that the Managing Trustees are not required to do anything that would cause them to be in breach of the Church Rules or any trustee duty placed upon them as a result of this role.

14.1.2 Eligibility

Elected Elders must be Full Church Members of not less than one year's standing and above the age of twenty-one, who conscientiously uphold the doctrine and discipline of the Church as set forth in these rules, are recognised to be spiritually mature and with appropriate spiritual gifts.

No person may serve as an Elder if they are disqualified from appointment as a Charity Trustee.

14.1.3 Open process

The appointment of Elected Elders shall be undertaken by processes that are public, clear and open so that all church members are enabled to consider prayerfully who should be appointed as Elected Elders. The process shall ensure that notice is given of any forthcoming election so that church members may freely nominate prospective Elected Elders whose names shall be submitted (after they have indicated a willingness to be appointed) for decision to the church members with the intention of ensuring that those appointed have a sufficient level of support from them.

14.1.4 Nomination process

The names of those meeting the above criteria may be prayerfully submitted to the Elders at any time. After any necessary consideration, and agreement with the person concerned, the Elders may bring a formal nomination to the Church Meeting. The Elders shall further bring to the Church Meeting any nomination signed by at least 10% of the church members as recorded in the most recent official list of membership.

Nominations shall be notified to the next available Church Meeting, which shall receive a personal profile provided by the candidate. At the next possible Church Meeting the candidate shall be available to answer questions. Voting by secret ballot shall take place at an Annual General Church Meeting or a Special Church Meeting subsequently called for that purpose.

14.1.5 Term of office

Elected Elders shall initially serve from their election for a period of 3 years.

At the expiry of this period of office, the persons named shall, with their consent, be confirmed for a further 3 year period. Confirmation shall be by secret ballot. At the expiry of this or any further period of office, nomination shall be required as defined in Section 14.1.4.

14.2 Church Leaders

14.2.1 Responsibilities & numbers of Church Leaders

The church shall appoint, in addition to the Ministers and Elected Elders, other Church Leaders who, with the Elders, will share in the spiritual and practical leadership of the church under the oversight of the Elders. The number of Church Leaders shall be determined by the Elders, and will vary according to the needs of the leadership team.

14.2.2 Eligibility

Church Leaders shall be in membership of the church.

14.2.3 Appointment

The Elders shall exercise their spiritual judgement to recognise gaps in leadership within the church and to consider person(s) suitable to fill these. Church members may also make proposals for potential Church Leaders to the Elders for consideration. A person may be appointed for a specific task or to bring a specific skill to the Church Leadership; in making a proposal to the Church Meeting the Elders will identify the purpose of the appointment and the nomination to fill it.

The Elders shall notify the church members of the intention to create an additional church leadership position, the purpose and their nominee to fill this by circulating details of the role and the profile of the nominee through the weekly notice sheet and online at least two weeks before a Church Meeting at which a vote shall be held.

A vote to appoint Church Leaders by secret ballot may be held at any Church Meeting. Before the vote to appoint the Leader is conducted the church members present shall be allowed the opportunity to put questions to the Eldership about the purpose and to the nominee(s) about their suitability. A single vote shall be held to confirm the purpose and the person(s) nominated. A simple majority shall be required for the appointment of Church Leaders.

14.2.4 Term of Office

The term of office of a Church Leader shall be determined at the time of appointment and shall be for a period appropriate to the role, with a maximum of three years. At the end of the term of office the person may be re-appointed for a further term in accordance with this process.

14.3 Other Charity Trustees

The Church Constitution allows the Church to appoint "Other Church Officers" who, with the Elders, form the Managing Trustees of the Charity. In these Church Rules, the "Other Church Officers" are referred to as "Other Charity Trustees". Persons appointed as "Other Charity Trustees" in accordance with this section of the Rules are automatically "Other Church Officers" for the purposes of compliance with the Constitution.

14.3.1 Responsibilities & numbers of Other Charity Trustees

The church shall appoint Other Charity Trustees who, with the Elders, will form the Managing Trustees. The Managing Trustees shall include persons appointed as Secretary and Treasurer. The number of Other Charity Trustees shall be set and amended by the church at an Annual General or Special Church Meeting subject to the number of Other Charity Trustees being less than the total number of Elected Elders serving as Managing Trustees.

Other Charity Trustees are not Church Leaders unless also appointed as such.

14.3.2 Eligibility

Charity Trustees shall be in membership of the church, except that a single Charity Trustee may be appointed (where such an appointment will be beneficial to the operation of the Managing Trustees) who is not a church member but is in membership of a church subscribing to a basis of faith equivalent to that of Hockliffe Street Baptist Church and who could be qualified for and accepted into membership of this church were they to apply.

No person may serve as an Other Charity Trustee if they are disqualified from appointment as a Charity Trustee.

14.3.3 Appointment

The Managing Trustees shall notify to the church members the intention to create and/or fill any Other Charity Trustee positions in an open process so that the church membership may consider making a nomination to fill the role. The Managing Trustees may nominate individuals who meet the eligibility criteria to fill any such post. A nomination from the church membership shall be accepted if the nominee is eligible and both the individual and at least 10 of the church members as recorded in the most recent official list of membership have signed the nomination.

The Managing Trustees shall notify the church members of the nominee(s) for an Other Charity Trustee position by circulating the profile of the nominee through the weekly notice sheet and online at least two weeks before the Church Meeting at which a vote shall be held.

A vote to appoint Other Charity Trustees by secret ballot shall be held at an Annual General Church Meeting, or Special Church Meeting called for the purpose. Before the vote to appoint the Other Charity Trustee is conducted the church members present shall be allowed the opportunity to put questions to the nominee(s) about their suitability. A two-thirds majority shall be required for the appointment of Other Charity Trustees.

14.3.4 Term of Office

Other Charity Trustees shall hold office for a maximum period of three years from the date of their election. At the end of this period they may be nominated for re-appointment in accordance with the preceding clause.

One-third of all Other Charity Trustees (those who are not Elders) shall be elected or re-elected in each year, defined as being from the end of an Annual General Meeting until the commencement of the next. If more than two-thirds of all such Other Charity Trustees holding office at the start of an Annual General Meeting have not been elected in the year ending at that Annual General Meeting, then sufficient numbers of such Other Charity Trustees (normally those who have served the longest) shall stand down at that Annual General Meeting but may be nominated for re-appointment in accordance with the preceding clause. A nomination from the membership for any such position shall also be accepted in accordance with the preceding clause.

14.4 Termination

A Special Church Meeting may rescind the appointment of any Elected Elder or Church Leader or Other Charity Trustee at any time.

Where a Special Church Meeting is considering the dismissal of an Elected Elder or Church Leader or Other Charity Trustee, the Elected Elder or Church Leader or Other Charity Trustee shall be allowed to hear what is said to the church members and to correct any errors of fact and offer any explanation of the circumstances or reasons for their actions before withdrawing so that the church members may prayerfully and carefully consider whether the appointment should be terminated. The church members may, after considering the facts, resolve to rescind the appointment as an Elected Elder or Church Leader or Other Charity Trustee, which shall also have the effect of terminating their appointment as Managing Trustee if applicable.

15 THE APPOINTMENT AND REMOVAL OF MINISTERS

15.1 Appointment Process

When the Church is seeking to appoint a Minister it will normally consult the appropriate staff within the Baptist Union and other bodies as appropriate before commencing any appointment process and follow, so far as practicable, the recommended procedures and terms for the appointment and settlement of Ministers.

15.2 Appointment Decisions - Special Church Meeting

A Minister will be appointed or removed by a resolution of the Full Church Members at a Special Church Meeting at any time.

15.3 Membership and Eldership

From the point of taking up appointment as a Senior Minister of the Church to the termination of that appointment, whether through resignation or dismissal, the Senior Minister shall be a Full Church Member, an Elder and thus a Managing Trustee.

Where a person is appointed to a ministerial position other than that of the Senior Minister, that person shall be a Full Church Member and Church Leader from the point of taking up the appointment until the termination of their appointment, whether through resignation or dismissal. At the Special Church Meeting at which the appointment is first considered, the Church may also consider a recommendation from the Elders for appointing the Minister as an Elder and thus a Managing Trustee for the same duration as their ministerial appointment. In reaching the decision as to whether to recommend automatic appointment as an Elder, the Elders shall consider the nature and responsibilities of the ministerial appointment and the experience of the candidate.

If a person has been appointed to a ministerial position without automatically being appointed as an Elder at the same time, they may be considered for appointment as an Elected Elder under the same process as applies to other church members.

Family members of the Minister shall apply for membership on the same terms as any other applicants for membership.

15.4 Removal

Where a Special Church Meeting is considering the dismissal of a Minister the Minister shall be allowed to hear what is said to the Church Meeting and to correct any errors of fact and offer any explanation of the circumstances or reasons for their actions before withdrawing so that the Church Meeting may prayerfully and carefully consider whether the appointment should be terminated.

16 THE REMUNERATION OF MINISTERS

16.1 Right to Payment

Notwithstanding the fact that any Minister or Ministers appointed by the Church may be Managing Trustees they will be entitled to be paid an agreed and reasonable remuneration or stipend out of the funds of the Church.

16.2 Terms and conditions

The Church and the Minister shall normally agree 'terms and conditions of appointment' including termination procedures based on the standard terms of appointment published by the Baptist Union of Great Britain.

17 PASTORAL VACANCIES AND THE APPOINTMENT OF A MODERATOR

When there is no appointed Senior Minister the Church Meeting may appoint a person who is a Full Church Member or a member of another Baptist Church to be the Moderator who will hold this office until a new Senior Minister is appointed or until they resign or are released or dismissed by the Church Meeting.

18 FINANCE

The Managing Trustees are jointly and severally responsible for the financial administration of the Church.

Once in each year the Managing Trustees shall present a budget of subsequent years' projected income and expenditure at a Church Meeting no more than four months and no less than one month before the start of the period that the budget covers.

19 RECORD KEEPING AND ACCOUNTING

The Church's annual financial year will run from 1 January to 31 December.

Financial statements of all Church organisations that form part of the Activities shall be presented to the Managing Trustees and incorporated into the Church's financial statements.

A statement of the Church Accounts (audited or independently examined as required by law) shall be received by a Church Meeting.

Financial Records, annual reports and statements of account relating to the Church for the previous six years must be available for inspection by any Managing Trustee.

The law requires Managing Trustees to make the annual report and accounts available to any person who requests these. The Managing Trustees may make a reasonable charge to cover the administration costs of meeting this request.

20 CHURCH RULES

20.1 Availability

A copy of these Church Rules will be made available to church members and to every applicant for membership with the intention that every church member shall be informed about the organisation of the Church and be enabled to participate in the life of the Church and in Church Meetings.

20.2 Amendments

No amendment may be made to these Church Rules that would have the effect of making the Charity cease to be a charity at law or would conflict with the Constitution.

No amendment may be made to these Church Rules which would conflict with the specific requirements of the Property Trust effected 12th June 1890 governing the ownership and use of the land upon which the major part of the Hockliffe Street Baptist Church building is constructed, unless the conflict is specifically noted and the consent of the Holding Trustees for the Property Trust has first been obtained.

These Church Rules may be altered only by a resolution of a Special Church Meeting.

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