



Windsor District Baptist Church

Constitution

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1) PREAMBLE

Our covenant with Almighty God, through Jesus Christ, is of primary importance and stands before any Church Constitution. The spirit of this document is more important than the letter and in all matters of faith and conduct, the Bible, and not this document, is our source of ultimate authority. The context within which this document is to be used is to be one of Christian love and relationship. Jesus speaks to us in three ways: Know that the two greatest commandments are to love God and to love our neighbour (Matt. 22:37-39); Go into the world and make disciples and teach them His commandments (Matt. 28:19-20); and “By this shall all men know that you are my disciples, if you love one another” (John 13:35). These three pivotal statements of Jesus point to five Biblical intentions for the Church.

1. Worship – worshipping God, giving Him all glory and honour
2. Ministry – loving our neighbours in practical ways that meet their needs
3. Evangelism – telling people the Good News of Jesus and His saving Grace
4. Discipleship – teaching God’s people His Word for their lives
5. Christian Community – loving one another and having fellowship together

This document is to help enable us at Windsor District Baptist Church to fulfil these principles effectively. It is a statement of our beliefs and a set of guidelines for the orderly and effective daily practices of the Church as it works towards God’s purposes.

It is hoped that this document will help new members understand who we are and how and why we do things. It will also help existing members to clarify their place in the Church and the expectations upon them as they participate in Church life.

2) NAME

The name of the Church shall be the Windsor District Baptist Church.

3) DOCTRINAL POSITION OF THIS CHURCH

This Church shall hold to the following evangelical doctrines as approved by the Baptist Union of NSW Assembly:

The Nature and Unity of the Godhead

There is one God who is eternal personal Spirit. He is infinite in power, wisdom, holiness and love. He is triune in essential being and revealed to us as Father, Son and Holy Spirit.

The Deity and Humanity of Christ

Jesus Christ as the second Person of the Godhead is eternally one with the Father of Whose Person and glory He is the accurate expression.

The Holy Spirit

The Holy Spirit as the third Person of the Trinity is eternally one with the Father and the Son yet He is sent by them to achieve the Divine purpose in the world and in the Church.

The Divine Inspiration of the Scriptures

The Scriptures, consisting of the sixty-six books of the Old and New Testaments, are the infallible Word of God. They were written by holy men of God inspired by the Holy Spirit and have supreme authority in all matters of faith and conduct.

The Sinfulness of Man

Man was made in the image of God and for fellowship with Him. By transgression of God's command he fell from fellowship with God and his nature was corrupted. As a consequence, all men are spiritually dead under Satan's dominion and control and subject to God's wrath and condemnation. Therefore, apart from God's grace, man is helpless and hopeless.

Christ's Atonement for the Sin of Man

In order to redeem mankind from the guilt, penalty and power of sin, Jesus Christ became man and died a sacrificial death as our representative substitute. By His resurrection, God's acceptance of His atoning death was demonstrated. This atonement is sufficient for the whole world but effective only in those who receive it. The sinner is

justified and reconciled to God, not through any personal merit but solely on the basis of God's gracious gift of salvation in Jesus Christ received through faith.

The Work of the Holy Spirit in Salvation

The ministry of the Holy Spirit is necessary for the acceptance of God's provision of salvation. The Holy Spirit convinces sinners of their sinfulness, leads them to personal faith in Jesus Christ as Lord and Saviour and so brings them to spiritual birth as God's children and to fellowship in Christ. Working within the life of believers the Holy Spirit makes real the presence of Christ, witnesses to their relationship with God, leads into all truth, bestows gifts for effective service and produces graces for holy living.

The Church

The Church is the body of people whom God has separated from the world through faith in Jesus Christ as their Lord and Saviour. All regenerate persons are members of the universal Church of God which takes local form wherever groups of believers unite for worship, fellowship and service in accordance with scriptural principles. All believers are called to a priestly ministry in the offering of spiritual sacrifices and sent into the world to be witnesses. God calls individuals to positions of oversight and leadership or to special ministries. The Church recognises such by ordaining pastors, commissioning missionaries, appointing deacons and other leaders, following New Testament practice.

The Baptism of Believers Only, By Immersion

Baptism is an ordinance of the Lord Jesus Christ. It is a public declaration of a person's faith in Jesus Christ as Lord and Saviour. In accordance with New Testament Scripture it should be administered only by total immersion which symbolises the believer's identification with Christ in death, burial and resurrection, the remission of sins and the believer's dedication of himself to God to live and walk in newness of life.

Communion

The Lord's Supper is an ordinance of the Lord Jesus Christ, instituted by Him to be celebrated with the elements of bread and wine by believers in Christ until the end of the age. It commemorates and declares our thanks for the Lord's substitutionary death. The celebration of the ordinance expresses our fellowship with and in the Lord Jesus Christ as members of the Body of which He is the Head.

The Return of the Lord Jesus Christ

At the end of this age, according to His promise, Jesus Christ will return personally and visibly in His glory to the earth. The full consummation of the Kingdom of God awaits His return.

4) ORDINANCES

Baptism

Believer's baptism by immersion, where physically possible.

The Pastor may baptise or authorise the baptism of any believer upon request.

Communion

All believers in the Lord Jesus Christ shall be invited to partake in the Lords Supper, which shall normally be observed two Sundays per month, or at any such times as the Church deems appropriate.

5) GOVERNANCE (I.E. DECISION-MAKING)

The Church shall be affiliated with the Association of Baptist Churches of NSW & ACT.

Windsor District Baptist Church practices congregational Government. Recognising the headship of Jesus Christ and the leadership of the Holy Spirit, the Church shall be governed in line with the fundamental Baptist principle of the autonomy of the local church as exercised through the leadership of its appointed officers.

6) PURPOSE

a) The Church adopts as its objective (which it believes to be in harmony with the purpose of Christ's Church as declared in the New Testament) the desire to glorify God through:

b) The inspiration and maintenance of active spiritual growth among its congregation by the regular assembling for public worship and the administration of the ordinances.

c) The proclamation of the truths of the Bible by all means so that persons experience salvation.

d) Teaching, training and discipling all who come to faith in the Lord Jesus so that they grow together in love, build one another up in the faith, grow to maturity in Christ under the guidance of the indwelling Holy Spirit, and that these might know the hope of salvation.

7) DEFINITIONS

Pastoral Team - The Pastoral Team consists of the appointed Pastors and Elders who lead the Church. Such persons who are equal in

authority, serving as under-shepherds to the Chief Shepherd, Jesus Christ (1 Timothy 3:2-7).

Elder - An elder is appointed by the congregation to give oversight and spiritual leadership to the church

Pastor – A Pastor is an Elder of the Church who has been appointed by the Church to provide servant leadership through teaching (1 Tim. 3:2), overseeing (Acts 20:28) and equipping the Church for ministry (Eph. 4:12).

Deacon – An individual appointed to serve the Church by applying Spirit-filled wisdom to the physical and logistical needs of the congregation and ministries.

Active member – A member who is fulfilling the duties of a member (refer to section 8.2). These members have voting rights.

Absentee member – A member who has been transferred to the absentee role at their request, or as a result of Section 8.5. These members do not have voting rights

Church Officers – The officers of the Church shall consist of Pastor/s, Elder/s, Deacons, Secretary and Treasurer.

Church Ministries - are ministries approved by Church members.

8) MEMBERSHIP

Membership at WDBC is an agreement between believers based upon a shared understanding practice of that faith. Exclusion from membership need not be understood as an exclusion from the Church universal.

8.1 Eligibility for Membership

Members shall be persons who give evidence of a sincere profession of faith in the Lord Jesus Christ, who have been baptised as believers by immersion and agree to hold to the doctrines set forth in this Constitution under the heading "Doctrinal Position of this Church".

8.2 Admission to Membership

Applicants for membership shall apply to the Pastor or Church Secretary. Applicants for membership shall be visited by two members of the Church (one of whom shall be a member of the Pastoral Team), to discuss their testimony to faith in Jesus Christ, membership responsibilities, the Church Constitution and its various ministries. A report shall be verbally presented to the Church following the visitation by one of the persons who attended the interview. Applicants may be

admitted to membership upon majority vote at a properly constituted Church Meeting.

Where the applicant for membership has been a member of another Baptist Church, letters of transfer and/or commendation may be submitted when determining the application for membership.

In the case of an application for membership prior to baptism, the decision of the Church to accept such an applicant as a member takes effect after the baptism of the applicant. Membership shall commence at the conclusion of the meeting in which the applicant/s have been accepted.

8.3 Responsibilities of Members

- a) To endeavour at all times, by God's grace, to remain true to their commitment to Christ as expressed in their baptism.
- b) Faithful attendance at Sunday service/s.
- c) Participation in Communion.
- d) While being led by the Spirit, (Col 1:10) to lead a life worthy of Christ in love, humility and peace, endeavouring to build each other up through encouragement, counsel and comfort.
- e) To study the Scriptures in private and in groups as the Lord gives opportunity.
- f) To seek opportunity to use their gifts in the ministry of the Church.
- g) To pray regularly in private and where possible in fellowship for the people and ministry of the Church and the family of Churches.
- h) Commitment to the finances of the Church.
- i) Attendance at Church Meetings.

8.4 Membership Roll

An Active Members' Roll and an Absentee Members' Roll shall be kept by the Church Secretary.

8.5 Transfer to Absentee Member

- a) The Pastoral Team, or other appropriate body, as nominated by the Pastoral team, will prayerfully review the Members Roll at least every six months
- b) Members who for a period of six months fail to participate in the Worship of the Church and/or have not attended any Church Meetings without satisfactory explanation or fail to honour other responsibilities

of membership shall receive special attention. Where the failure to participate in the Worship of the Church relates to removal from the District in which the Church is situated, then such members shall be transferred to an Absentee Members' Roll. Where the failure to participate in the Worship of the Church relates to some reason other than removal from the district or where the member in question fails to honour other responsibilities of membership, every effort shall be made to restore such member to worship and fellowship (Matt. 18:15-17). Where these efforts fail, the Pastoral Team may move that member's name to the Absentee Members' list. Upon further review by the Pastoral Team, a recommendation may be brought to the Church that such member's name be removed from the roll, or remain on the Absentee Members' Roll.

c) No member's name shall be removed from either the Members' Roll or the Absentee Members' Roll except by their request or the decision of the members present and voting at a properly constituted Church Meeting.

d) Transfer from Absentee member status to Active member can be completed after meeting the membership requirements of the Church and shall be at the decision of the Pastoral Team.

8.6 Transfer Outward of Membership

Members in good standing may be given, on request, a letter of transferal and commendation to any other evangelical Church.

9) SAFE CHURCH POLICY

The Church commits to a Safe Church Policy as defined by the Baptist Association of NSW and ACT.

The Church commits to the appointment of mandatory reporters (minimum 2), which will normally be appointed at the AGM.

10) DISPUTE AND DISCIPLINE

a) Christ gives authority to His church to exercise discipline of its members where sinful behaviour, uncharitable conduct, teachings contrary to Baptist Faith and/or Doctrine, or divisiveness, threaten the faith and/or witness of believers in the community. We acknowledge the Church to be a body composed of sinners in the process of being sanctified. The Church will practice biblical principles of confession, forgiveness, rebuke, admonishment, encouragement, and exhortation privately with one another as we assemble together. Matters of offence or dispute between members shall not be brought before the Church unless the parties have first complied with the direction of Matt. 18:15-17. The Church will be guided by the gospel in every conflict to pursue reconciliation according to the biblical principals

b) Cases appearing to require the exercise of discipline by the Church shall be reported to the Church by the Pastoral Team. The Church shall

then take such action, as it may deem necessary, according to Biblical principles.

c) Options available to the church in respect of discipline include suspension or revocation of membership, up to a denial to participate in Church gatherings while the particular behaviour persists. A person under discipline may be restored to fellowship by a vote of the Church, following a recommendation by the Pastoral Team. The Pastoral Team may also contact other churches if they believe the disciplined person may pose a threat to other faith communities.

d) By law, mandatory reporters are required to report incidents or reasonable suspicions of criminal misconduct to the governing authorities.

e) If any regular worshiper(s) of the church has a concern with a decision or process of the church, this individual, or individuals, should approach the deacon giving oversight to that area of ministry. If the concerned individual(s) still does not find satisfactory resolution, they may bring the concern before the church at a general meeting under General Matters.

11) MINISTRIES

a) All ministries of the Church shall be endorsed by the Pastoral Team and approved by a Church Meeting. All ministries associated with the Church shall formulate and present, for approval to the Diaconate, guidelines governing their operations.

b) All Church ministries should, at least annually, prepare a report of the activities of that ministry together with a summary of their financial position, and present it at a Church Meeting.

Ministry Leaders

Appointment process.

Nominations shall be given to the Pastoral Team and suitable recommendations shall be brought to the Church. Having brought the recommendation/s no less than two weeks prior to a Church Meeting, a Ministry Leader shall be elected in accordance with normal voting requirements.

Term of Office.

The term of office for Ministry Leaders shall be one year at which time they are eligible for reappointment.

Voluntary exit Mechanism.

Voluntary exit mechanism is by submission of a letter of resignation after consultation with the Pastoral Team.

Removal of Ministry Leader.

Any issue that affects a Ministry Leader's capacity to function is to be

processed within the Pastoral Team. If removal is recommended then the issue shall be brought to a Church Meeting. The Ministry Leader may then be removed in accordance with the normal voting requirements.

Ministry Leaders and Helpers

All Ministry Leaders and Helpers must adhere to Child Protection Laws and Requirements

12) CHURCH OFFICERS

- a) The election of officers will usually be held at the Annual General Meeting or at a special motion meeting as required.
- b) Officers will take up office at the commencement of the following calendar year.
- c) Vacancies may be filled mid-term to extend till the end of that term of office, except for Elders.
- d) Officers of the Church, excluding the Pastor/s must have been in membership at Windsor District Baptist Church for at least 6 months before taking office.
- e) Officers of the Church must be at least twenty-one (21) years of age.
- f) Officers of the Church will be elected in accordance with the Biblical qualifications deemed relevant to that position.
- g) The Officers shall be empowered to transact all the ordinary business of the Church, including expenditure according to the budget, excluding matters of property and staff appointment, and shall report to the Church at least quarterly.

13) DEACONS

Deacons should:

- a) Seek the Lord in prayer and Scriptural reading on behalf of the areas of oversight of particular ministries.
- b) Provide Spirit-filled guidance and administrative support to a particular ministry or ministries of the Church and represent those ministries at Deacons' meetings.
- c) Attend all Deacons' meetings wherever possible.
- d) Attend all Church meetings wherever possible.
- e) Attend all working bees wherever possible.
- f) Fulfil rostered Sunday duties.

- g) Assist Pastors and Elders in visitation if required.

- h) It is also expected that all Deacons will be a part of a regular home Bible Study group and be committed to their own and their family's personal spiritual growth through devotions, bible study, prayer and personal reading.

Appointment process.

Nominations shall be given to the Pastoral Team and suitable recommendations shall be brought to the Church. Having brought the recommendation/s no less than two weeks prior to a Church Meeting, a Deacon shall be elected by secret ballot.

The election of Deacons shall be staggered with 50% of positions available for election each year.

Term of Office.

The term of office for Deacons shall be two years at which time they are eligible for reappointment.

Voluntary exit Mechanism.

Voluntary exit mechanism is by submission of a letter of resignation after consultation with the Pastoral Team.

Removal of Deacon.

Any issue that affects a Deacon's capacity to function is to be processed within the Pastoral Team. If removal is recommended then the issue shall be brought to a Church Meeting. The Deacon may then be removed in accordance with the normal voting requirements.

Diaconate Size.

The maximum number of Deacons to hold office at any one time shall be one (1) Deacon for every 10 members or part thereof. The Secretary and Treasurer shall be counted as two (2) of the number of Deacons to be elected.

14) ELDERS

An elder is appointed by the congregation to give oversight and spiritual leadership to the church—the flock of Christ— as an under-shepherd to Christ, who is our chief shepherd. As members of the pastoral team, an elder is a man called and gifted by the Spirit to exercise authority in caring for the spiritual health of the Church. Elders express this supervision through willing service to Christ's body and faithful participation in the corporate worship of the Church.

Elders ought to:

- a) Offer prayer

- b) Discernment
- c) Biblical instruction
- d) Spirit-filled guidance
- e) Church discipline, and;
- f) A faithful model of Christ-like character for the life of the church.

Qualities of an Elder

Given the prominence of their position and their sharing in pastoral responsibilities, elders must be mature Disciples of Christ, controlled by the Spirit of God and not the flesh. Anyone appointed as an elder must meet the Scriptural requirements set forth in 1 Timothy 3:1–7, Titus 1:5–9, and 1 Peter 5:1–4. In addition to demonstrating Christian virtues, a worthy candidate for eldership must personally apply and affirm the gospel message, shepherd his own household in a Christ-like manner, be able to teach sound doctrine, and speak the truth with gentleness and in love.

Congregational Response to Elders

Members of the church ought to submit to their elders' collective voice as shepherds of their faith, with the confidence and respect warranted by this noble office.

The elders of the Church and the congregation are mutually accountable.

Nominations

Nominations shall be given to the Pastoral Team and recommendations shall be brought to the Church, by the Pastoral Team, at a Church Meeting. Voting for Elders will be in accordance with the voting procedures for Special Motions.

Term of Office.

The term of office for Elder/s shall be three years at which time they are eligible for reappointment.

Voluntary exit Mechanism.

Voluntary exit mechanism is by submission of a letter of resignation after consultation with the Pastoral Team.

Removal of Elder.

Any issue that affects an Elder's capacity to function is to be processed within the Pastoral Team. If removal is recommended then the issue shall be brought to a Church Meeting. The Elder may then be removed in

accordance with the special motion requirements.

15) PASTOR(S)

A pastor is an elder of the Church who has been appointed to serve the Church with the particular aim of providing spiritual leadership, through prayer, biblical instruction, and personal discipleship, for the growth and equipping of Christ's Church for ministry.

When calling a Pastor – A pastoral recommendation committee shall be elected at a Church Meeting to review candidates and bring a single recommendation to the Church

Appointment process

Having brought the recommendation no less than two weeks prior to a Church Meeting, a Pastor shall be elected by secret ballot in accordance with special motion requirements.

Removal of Pastor.

- a) A Pastor may be removed by the calling of two special Church Meetings, the purpose of such meetings having been specified.
- b) Notice of the first such meeting shall be given on at least two Sundays proceeding. At that meeting the Pastor will be given the right to reply and no vote will be taken.
- c) The second meeting will be announced on the next Sunday following the first special Church Meeting.
- d) At the second special Church Meeting the Pastor may then be removed, by secret ballot, in accordance with the special motion requirements.

Voluntary exit Mechanism.

A Pastor shall normally be required to give three months' notice

Ex-officio President

At his discretion the Pastor may be ex-officio President of all organisations of the church

16) SECRETARY

Record Keeping.

The Secretary shall keep a record of all Deacons' Meetings and Church Meetings, and generally deal with the correspondence of the Church.

Appointment Process

Nominations shall be given to the Pastoral Team and suitable recommendations shall be brought to the Church. Having brought the

recommendation/s no less than two weeks prior to a Church Meeting, a Secretary shall be elected by secret ballot. Eligibility requirements and mode of election as for deacons will apply in relation to the Church Secretary.

The Church Secretary will be a member of the Diaconate by virtue of office.

Term of Office.

The term of office for Secretary shall be two years at which time they are eligible for reappointment.

Voluntary exit Mechanism.

Voluntary exit mechanism is by submission of a letter of resignation after consultation with the Pastoral Team.

Removal of Secretary

Any issue that affects a Secretary's capacity to function is to be processed within the Pastoral Team. If removal is recommended then the issue shall be brought to a Church Meeting. The Secretary may then be removed in accordance with the normal voting requirements.

17)TREASURER

Financial Reporting.

The Treasurer or their delegate shall:

- a) Present a financial report at each Church Meeting.
- b) Receive all monies for the Church.
- c) Make all payments as directed by the Church.
- d) Present an audited statement at an Annual Meeting which is to be prepared by the Sunday preceding the Meeting and copies distributed to the Members before the meeting.**

Appointment Process

Nominations shall be given to the Pastoral Team and suitable recommendations shall be brought to the Church. Having brought the recommendation/s no less than two weeks prior to a Church Meeting, a Treasurer shall be elected by secret ballot. Eligibility requirements and mode of election as for Deacons will apply in relation to the Treasurer.

The Church Treasurer will be a member of the Diaconate by virtue of office.

Term of Office.

The term of office for Treasurer shall be two years at which time they are eligible for reappointment.

Voluntary exit Mechanism.

Voluntary exit mechanism is by submission of a letter of resignation after consultation with the Pastoral Team.

Removal of Treasurer.

Any issue that affects a Treasurer's capacity to function is to be processed within the Pastoral Team. If removal is recommended then the issue shall be brought to a Church Meeting. The Treasurer may then be removed in accordance with the normal voting requirements.

18) PAID NON-PASTORAL STAFF

The Church may employ staff as required. These positions are to be agreed at a Church Meeting. Appointment of the persons to these positions will be by the Pastoral Team or Diaconate as required and reported back to the Church.

19) MANAGEMENT COMMITTEE

The Annual Church Meeting may elect a Management Committee including the Church Secretary and Church Treasurer, accountable to the Church, to assist in the ministry and routine business of the Church.

20) CHURCH MEETINGS**Meetings****Meeting of Officers.**

The Officers shall ordinarily meet monthly on a date and time arranged by themselves.

Quorum.

The requisite number to form a quorum for a Deacons' Meeting shall consist of sixty percent (60%) of the Diaconate.

Frequency

Each year the Church shall hold four quarterly Church Meetings, one of which shall include the business of an Annual General Meeting (AGM).

The Church Meetings shall normally be held in February, May, August and November.

The November Church Meeting will normally be the Annual General Meeting

Special Meetings

Special meetings may be convened by the Pastor(s), or upon requisition signed by 10% of the Church membership or a majority of the diaconate.

A Special Meeting may be called for a special purpose and only consider matters of which written notice has been given.

Notice Period

Notice of all Church Meetings including Extraordinary Meetings shall be given on at least the two Sundays at services prior to the meeting.

Questions.

All questions effecting the management and general interest of the Church shall normally be first submitted to the Officers who shall, if deemed necessary, report to the Church.

Eligibility.

Membership is not required to attend Church Meetings. Only active members are eligible to move motions or vote.

Quorum.

The requisite number to form a quorum for a Church Meeting shall consist of forty percent (40%) of the active membership,

Voting.

Normal Motions

Normal motions at Church Meetings meeting shall be passed by 60% majority of active members present.

Voting at Church meetings shall be ordinarily taken by a show of hands, but all voting for the election of officers mentioned herein will be by secret ballot.

Motions relating to the election of officers will be passed by a 60% majority of active members.

Special Motions

Special motions shall be voted on by a secret ballot process. Special Motions will be passed by a 75% majority of active members.

Special motions are required for the following issues:

- a) The acquisition or sale of property
- b) The calling or removal of Pastors
- c) Calling or removal of Elders
- d) Constitutional change

Secret Ballot Voting

a) Motions for secret ballot voting will be presented at a Church Meeting convened for that purpose.

b) Once the motion has been discussed and accepted for voting, voting will open immediately

- c) Electronic voting will be made available within 24 hours of the Church meeting
- d) Secret Ballot votes will be cast by electronic voting and, or paper ballot lodged with scrutineers once the voting process has opened
- e) Secret ballot voting will be open for seven days from the date of the Church Meeting where the motion was presented and accepted for voting.
- f) Voting will close at 9.30 am on the Sunday seven days after the date of the Church Meeting

Insufficient Quorum.

- a) If a quorum is not present within 30 minutes of the time appointed for a Church Meeting, then the meeting shall stand adjourned to a date within the next 28 days. Notice of such an adjourned meeting must be given at all services on the proceeding Sundays. At this meeting, the same type of quorum is required as the meeting that was adjourned. This process will continue until a meeting with a quorum is achieved.
- b) Only items of the original meeting can be dealt with in any subsequent meetings respective to an insufficient quorum.

Proxy Votes.

Proxy voting will not be permitted.

Amendments to Decisions

After discussion with the Diaconate, active members can, by passing a motion at a Church Meeting, or special meeting, reverse (amend) any decision or appointment made by the Diaconate, Pastoral Team or ministry of WDBC.

Chairperson.

Diaconate Meetings and Church Meetings will normally be chaired by the Pastor, or by a person nominated and agreed by a majority of those in attendance.

ITEMS.

At a Church Meeting the following items should be observed as required in any convenient order:-

- a) Reading and confirmation of minutes.
- b) Business arising out of minutes.
- c) Reports of Visitors to candidates for membership.

- d) Applications for membership or for transfer.
- e) Financial Statement.
- f) Election of Officers.
- g) Correspondence.
- h) General Business including Notices of Motion and Questions.
- i) Open and close in Prayer.

21) CHURCH FINANCIAL YEAR.

- a) The Church Financial Year ends on 30th June. The audited financial accounts of the Church for the previous year will normally be presented at the August Church meeting.
- b) The budget for the following year will be presented at the May Church meeting.

22) FINANCIAL CONTROL

Finance Committee

The Finance Committee shall consist of representatives of the Pastoral Team, the Treasurer and Deacons. External Consultant/s or other Church members may be co-opted for specific purposes if approved by a Church Meeting.

Church Ministry Accounts.

a) An audited report for all financial accounts of every Church ministry, that has separate bank accounts, shall be submitted to the Finance Committee prior to the Annual General Meeting.

b) The Finance Committee can request any Church Ministry financial account/s as reasonably required. The Finance Committee will also establish the processes for effective stewardship of the Churches assets.

Applications for Funds.

All proposed applications for funds, whether from the Church or an outside body, by any ministry, committee or individual must be approved by the Diaconate and, if deemed necessary, be submitted to a Church business meeting for final approval.

Cheque Signing.

The Treasurer or Secretary and any one of the Deacons shall sign cheques on behalf of the Church or approve an electronic transfer.

23). INSURANCE

Insurance shall be effected on all Church buildings and property

24) AUDITORS

Suitably qualified person(s) shall be appointed at the AGM and shall audit the financial records of the Church prior to the presentation of the Annual Accounts.

25) THE TRUSTEES

Trustees of the Church shall be the:

BAPTIST CHURCHES OF NEW SOUTH WALES PROPERTY TRUST

26) CHURCH DISSOLUTION

In the event of the Church being dissolved, the amount that remains after such dissolution and the satisfaction of all debts and liabilities shall:

a) in the case of property held in trust pursuant to the Baptist Churches of NSW Property Trust Act 1984, be dealt with in accordance with that Act and in particular Section 29 which said trusts provide that no portion shall be distributed directly or indirectly to the members of the Church:

b) in all other cases be transferred to the Baptist Association or to any other organisation with similar purposes and which has rules prohibiting the distribution of its assets and income to its members and which is exempt from income tax.