

CONSTITUTION

OF LA VILLIAZE EVANGELICAL CONGREGATIONAL CHURCH

APPROVED ON 20 MARCH 2023





Contents

1.	CONSTITUTION	1
1.1.	THE CHURCH.....	1
1.2.	CHURCH GOVERNANCE.....	1
1.3.	MEMBERSHIP.....	3
1.4.	CHURCH MEETING.....	4
1.5.	A.G.M.....	5
1.6.	VOTING.....	5
1.7.	PASTORING THE CHURCH.....	5
1.8.	ELDERS.....	6
1.9.	DEACONS.....	6
1.10.	SECRETARY.....	7
1.11.	TREASURER.....	7
1.12.	MISSIONARY SECRETARY	7
1.13.	PARTAKING OF THE LORDS SUPPER.....	8
1.14.	DISCIPLINE.....	8
1.15.	RIGHT OF VETO.....	8
1.16.	SECULAR ENGAGEMENTS.....	8
1.17.	ALTERATION OF CONSTITUTION.....	8
1.18.	AUDIT OF CHURCH ACCOUNTS.....	8
1.19.	TRUSTEES.....	9
1.20.	DISBANDING THE CHURCH.....	9
1.21.	GLOSSARY	10
1.22.	HISTORY OF CHANGES.....	11

1. CONSTITUTION

The text in small italic type is for explanation purposes only, the Constitution itself being that in larger type.

1.1. THE CHURCH.

The church shall be called La Villiaze Evangelical Congregational Church

The church consists of its total number of members.

The legal status of the church is a charitable association and is a registered charity in Guernsey, number CH60.

The purpose and goals of the church are funded by gifts freely given by the members plus similar gifts received from friends of the church (service attendees). The church does not elicit donations from the public.

The purpose of the church is to proclaim the Christian Gospel in the island of Guernsey and to support fellow Christians in the island both prayerfully and financially. The church will also prayerfully support fellow Christians worldwide and may provide charitable donations to such from time to time. In achieving these aims the church will in particular:

- Preach and teach the whole counsel of God as revealed in the 66 books of the Bible.
- Engage in prayer for the above preaching and teaching.
- Pray for other churches in the island and around the world.
- Give occasional monetary gifts to individuals, mission societies and other organisations that support Christians worldwide.
- Give occasional monetary gifts to support the poor and/ or needy in Guernsey and around the world.

1.2. CHURCH GOVERNANCE

a. The Bible teaches us that a church is to be governed by elders (at least one of whom is generally titled "pastor") assisted by deacons. However, as the church is the body of Christ and each individual has differing gifts, the elders and deacons may call upon other members to undertake specific roles. In light of that, for the purposes of the "The Charities etc. (Guernsey and Alderney) Ordinance, 2021", the church's assets will be managed by a Management Team:

b. The Management Team

- i. The Management Team shall consist of a Chair, Secretary and Treasurer who must be members of the church. Church officers that are not one of these three will also form part of the Management Team. Other than De Minimis payments in relation to the ongoing work of the church and previously approved regular or one off payments, the Management Team

may not dispose, or otherwise exchange, the church's assets without approval by the church members in meeting or by circular, electronic, agreement. A members meeting at which such approval is required must consist of two thirds of the membership with a majority of those needed for approval. The same number of members (i.e. a majority of two thirds of the existing membership) will be required to approve a proposal by circular, electronic, agreement.

- ii. If any member of the Management Team is declared insolvent, becomes incapable of fulfilling their duties or is known to have committed any action that would bring the church into disrepute then they shall be removed from the Management Team by a simple majority of the remainder of the team.
- iii. The Management Team will be elected by the Members in meeting by virtue of them being a church officer or the Secretary or Treasurer (if these are not also church officers).
- iv. The Term of Office for the Management Team shall be three years ending at an AGM. unless they are Elders of the church, in which case they shall be members of the Management Team for as long as they hold office as an Elder. There is no limit as to the number of times a person may be re-elected.
- v. The Management Team must be persons of integrity and probity who have suitable and relevant experience and be resident in Guernsey.
- vi. The Management Team must endeavour to put the interests of the church before their own interests or those of any other person or organisation. If this is not possible and there may be a conflict of interest then this needs to be raised with the Chair at the earliest possible time.
- vii. The Treasurer and the occupant of at least one of the other specified roles must be unconnected to one another.

c. Duties and powers of the Management Team

- i. Notwithstanding The Management Team have no authority over the assets without the approval of the membership, its members have a duty to act in good faith at all times with a general duty of care. The Management Team may meet as and when they see fit. Any meetings that may be held need not be minuted.
- ii. A duty to act only in accordance with the powers afforded by this constitution and to review its performance at least annually and receive agreement as to its performance from the membership at the AGM.
- iii. A duty to ensure there are measures in place to enable the church to achieve its purpose effectively, to fulfil its other obligations under its constitution and to discharge any legal obligations to which it is subject.
- iv. A duty to ensure the financial position of the church is satisfactory and prudent for the purpose of the church's mission and objectives, in particular that disbursements (with the exception of De-Minimis payments) are subject to dual control by unconnected people.

d. **Chairman**

The Chair shall be the pastor of the church, or failing him another elder. He shall provide leadership and direction to the church ensuring that it meets the objectives of the church. As far as his role in the Management Team is concerned, he shall have no executive powers other than the specific authorities set out in this constitution. The role of the pastor as pastor is set out elsewhere in the constitution. (In the unlikely event that the church has no elders, a deacon may occupy the Chair).

e. **Secretary**

The Secretary shall support the Chair in ensuring the smooth functioning of the church. The Secretary is responsible for ensuring meetings are effectively organised and minuted and for maintaining effective records and administration. As far as his role in the Management Team is concerned, he shall have no executive powers other than the specific authorities set out in this constitution.

f. **Treasurer**

The Treasurer shall:

- i. Maintain the bank account holding all of the funds received by the church.
- ii. Keep appropriate financial records.
- iii. Report upon the state of the funds at each meeting.
- iv. As far as the role in the Management Team is concerned, the treasurer shall have no executive powers other than the specific authorities set out in this constitution.

1.3. MEMBERSHIP

The Bible uses the word "church" in two ways: Firstly to describe all of God's children therefore commonly known as the Universal Church and secondly to describe specific groups of Christians therefore commonly known as the Local Church. It is in this second sense that the word is used here.

The Church is a Fellowship of regenerate people (1 Corinthians 1:2), and as such must only receive into membership those who are believers, and who resolve, by God's Grace, to live day by day according to His teaching.

The New Testament portrays the Church as more than just a group of Christians meeting together but as a well structured, well organised group in which all play a part but which nevertheless has leaders and overseers as well as other office bearers. The Church stands for the truth of the Gospel and for Christian morality. It exists to bear witness to both of these in the world and if its standards are violated by a member, action must be taken to restore its order, mercifully and under the guidance of God, both for its own purity and for the sake of its witness. The New Testament also portrays the Church as a group to which Christians should be joined (Acts 9:26-28 and Acts 5:12-14). Therefore, although all Christians should belong to a Church, they should join because they desire to, and not because they are forced against their will. On doing so, they are taking upon themselves privileges as well as responsibilities. These latter include making a full contribution to the life of the Church, and living a consistent Christian life at the personal level.

The word "join" that the New Testament uses is a very strong word which means "to glue" therefore when a person becomes a member of the Church they are entering into a binding agreement in which they effectively make a loving commitment to the rest of the Church and the rest of the Church make a loving commitment to them. In so doing the Church promises to walk together in Love,

bearing one another's burdens, bearing with each other's weaknesses and failings with much kind-heartedness, submitting one toward the other and especially to those whom God has set over the Church in the offices of Pastor and Elder, praying for each other and striving together for the truths of the Gospel and purity of God's ways and ordinances, avoiding causes and causers of division, endeavouring to keep the unity of the Spirit in the bond of peace.

Therefore the indispensable qualifications for membership are:

1. The personal experience of salvation through repentance toward God and faith in the Lord Jesus Christ.
2. An earnest desire to live a consistent Christian life, attending, so far as is possible, the Lord's Supper, the Lord's Day services, and the Prayer and Fellowship Meeting.
3. Agreement with the Basis of Faith and Constitution, which shall be reaffirmed annually.
4. An intention to prayerfully and systematically support the work of God, so far as is possible, both financially and by personal service.

Anyone known to be under discipline from another church will not be eligible for membership until the cause of the discipline is resolved.

Persons desiring to become members of this Church are requested to make their desires known to the Pastor, another Elder, or a Deacon. They will then be visited by the Pastor, who will, in conjunction with the Eldership and Diaconate, propose their names at a Church Meeting, when satisfaction is obtained of the applicant's regenerate state. The person will become a member of the church on receiving a majority vote from the existing members present and voting.

As it is of prime importance that a Church member be regenerate, applicants may need to be encouraged to be patient in order that the Church be given sufficient time to consider the applicant's Spiritual state. In the case of persons desiring to join this Church by transfer, the same provisions will apply. Minors who give satisfaction of their regenerate state who are convinced of the Biblical teaching regarding Church membership shall not be barred from joining the Church and enjoying the mutual commitment detailed above. They shall not, however attend the Church Meetings until they start full time employment, or reach the age of 18, whichever comes first.

1.4. CHURCH MEETING

The Church Meeting is the representative gathering of the Church for worship and fellowship, for the admission of new members, for the ultimate disciplining of its members, for the reception of reports of the Church and organisations, and for discussion and decision concerning matters pertaining to the service of our Lord Jesus Christ, and the Kingdom of God. It is the Church assembled in order that the Holy Spirit may direct its members in all things concerning the Will of God for the Fellowship. All members should therefore regard it as a privilege and obligation to attend.

A Church Meeting shall be held bimonthly.

Church Meetings shall be open only to members, or to guests invited by the Pastor, or a previous Church Meeting. Special Church Meetings may be called by

the combined signatures of any eight members appended to a written resolution and submitted to the Pastor, or Secretary, at least fourteen days prior to its suggested date. The Chairman at Church Meetings shall be the Pastor, or in his absence, an Elder or Deacon.

For the purposes of the "The Charities etc. (Guernsey and Alderney) Ordinance, 2021", all Church Meetings other than the AGM shall be considered Extraordinary General Meetings.

1.5. A.G.M

The Church Meeting termed in other clauses, the AGM, shall be held in July each year.

1.6. VOTING

As a church is more akin to a family than a business, many decisions will be agreed by consensus. However even in a family some major decisions are subject to a vote. Therefore, for the avoidance of doubt, any voting required by this constitution will be subject to the rules of this constitution.

In addition, all decisions affecting the assets of the church will be subject to a vote.

Anything requiring a vote that is unanimously recommended by the church officers may go straight to a vote. Recommendations requiring a vote but not unanimously supported by the church officers will require a proposer and a seconder before a vote can be taken.

Any member not satisfied with a consensus agreement may request a vote on the subject.

Nothing in this constitution shall be taken to suppress or restrain debate and discussion.

All voting at Church Meetings will be by show of hands.

1.7. PASTORING THE CHURCH

The term 'Pastor' has a meaning derived of old and indicating a shepherd. (Jer.23:1,2). The shepherd must protect, lead, and feed his sheep - so that there is the derived meaning of a spiritual leader, a minister, one given charge of a Fellowship of Christ's people because of a special ability to care, to lead, and to feed. It follows, therefore, that he will be spiritually strong, of great understanding, and endowed with a burden for the welfare of his flock. Paul lists a Pastor as one amongst a list of people endowed with special gifts not derived by earthly wisdom or learning, but bestowed by the Lord Jesus Christ Himself (Eph.4:7,11) for the equipment of the saints, for the work of ministry, for building up the Body of Christ until we all attain to the unity of the faith and of the knowledge of the Son of God, to mature manhood, to the measure of the stature of the fullness of Christ. (Eph.4:12,13)

Should the Church feel under the guidance of the Holy Spirit, that a man endowed with the necessary qualities required in Scripture, of a Pastor, has been shewn to them of God, he shall first be asked to preach as many times as the Elders and Deacons consider necessary, being told previously of the movement amongst the people. When, and if, a proposal is received by the Secretary to the

effect that the one under consideration be called to the Pastorate, a Special Church Meeting shall be called, as soon as the Elders and Deacons are fully satisfied, to consider this proposal alone, all members being given one month's written notification of both the proposal and the date of the meeting. The one proposed shall only have the call extended to him on receiving 75% of the votes of all the members present and voting. Before a Pastor is appointed he must be prepared to endorse the whole of the Church's Basis of Faith and Constitution and become a member of the church (unless already a member).

The Pastor may be entitled to an annual salary. This will be recommended by the church officers but subject to amendment and approval by the members in meeting. If the Pastor receives a salary, this will be reviewed annually.

If a Pastor proves to be unfit in any respect he shall be suspended immediately for a period of fifteen days by agreement of a majority of the Elders and Deacons. This to be followed by a special meeting of the Church to discuss the issue at which dismissal from the office can be made by majority vote.

1.8. ELDERS

Elders are called out- from the membership of the Fellowship as men in whom is a depth of spiritual experience and ability, and whose advice and discernment is clearly spiritually derived. They should be able to offer spiritual oversight (Acts 14:23), welcome visitors in the Lord (Acts 15:4), consider spiritual problems (Acts 15:6), give decisions on spiritual matters (Acts 16:4) and be capable of preaching or teaching (1 Tim.5:17).

Characteristics and qualities required of an Elder are clearly laid down by the Holy Spirit through Paul in 1Tim.3:1-7 and Titus 1:5-9, and no person should be appointed to such a position who does not accord with them.

Elders shall have been members of this Church for a minimum of three years and accord with the Scriptural requirements listed in 1 Tim.3:1-7 and Titus 1:5-9. Their appointment will be for so long as they are capable, and desirous, of acting in this position. Nominations for Elders must be in writing and contain the signatures of both proposer and seconder as well as the proposed, and be handed to the Secretary. The name will then be put to the next Church Meeting for discussion at the following Church Meeting. All members will be given one month's written notification of both the proposal and the date of the meeting. An Elder shall then only be elected by receiving 75% of the votes of the members present and voting.

If an Elder proves to be unfit in any respect he shall be suspended immediately for a period of fifteen days by agreement of a majority of the (other) Elders and Deacons. This to be followed by a special meeting of the Church to discuss the issue at which dismissal from the office can be made by majority vote.

1.9. DEACONS

Deacons are called out from the membership of the Fellowship to be responsible for the day-to-day problems and questions, which arise amongst any gathering of believers. They should be men of clear and deep faith and chosen by the whole Church. (Acts 6:1-6).

Characteristics and qualities required of a deacon are clearly laid down by the Holy Spirit through Paul in 1Tim.3:8-13, and no person should be appointed to such a position who does not accord with these.

They shall have been members of this Church for at least one year, be aged over twenty-one, and accord with the Scriptural requirements listed in 1Tim.3:8-13, and serve for a period of three years from their appointment at AGM. Notice of a Deacon's impending end of service period will be given at the Church Meeting preceding the A.G.M.

Nominations for Deacons must be in writing and contain the signatures of both proposer and seconder, as well as the proposed, and be handed to the Secretary at least one month before the A.G.M. A Deacon shall then only be elected by receiving 75% of the votes of the members present and voting.

1.10. SECRETARY

The Secretary shall be a member of the Church, and so far as is possible, he should be a Deacon, but if not, any member receiving the requisite nomination and votes may hold this office.

The Secretary shall be appointed for a three year term of office. Nominations must be in writing and contain the signatures of proposer, seconder and nominated. Nominations shall be given to the Church Secretary at least one month prior to the date of election.

The appointment shall be confirmed on receiving a majority of the votes cast and shall serve for a period of three years.

1.11. TREASURER

The Treasurer will be responsible for the financial administration of the Fellowship.

The Treasurer shall be a member of the Church, and so far as is possible, be a Deacon, but if not, any member receiving the requisite nomination and votes may hold this office.

The Treasurer shall be appointed for a three year term of office.

Nominations must be in writing and contain the signatures of proposer, seconder and nominated. Nominations shall be given to the Church Secretary at least one month prior to the date of election.

The appointment shall be confirmed on receiving a majority of the votes cast and shall serve for a period of three years.

The Treasurer shall be accorded the right to honour all accounts for the Church's running costs. Recourse to the Church Meeting shall be made for all extraordinary expenditure. Invoices (and suchlike) in excess of £500.00 must be authorised by an "A" and a "B" signatory. Invoices up to £500.00 may be authorised solely by an "A" signatory.

1.12. MISSIONARY SECRETARY

The Missionary Secretary shall be responsible for the liaison between Missionary Societies and the Church and informing the Church in regard to missionary work.

The Missionary Secretary shall be a member of the Church. Nominations for the post shall be given to the Church Secretary in writing at least one month before the AGM. Nominations must contain the signatures of proposer, seconder and

nominated. The appointment shall be confirmed on receiving a majority of the votes cast and shall serve for a period of three years.

1.13. PARTAKING OF THE LORDS SUPPER

It is the duty of every believer to partake of the Lord's Supper in accordance with the words of our Lord Jesus Christ Himself (Luke 22:19 & 20) and this must be done with gravity and reverence and not unworthily (1 Cor 11:27 - 29)

Every just means should be used to encourage all of God's people to partake of the Lord's Supper but the warning set down in 1 Corinthians 11 shall be read out and, when considered necessary, explained before the bread and wine are offered to any.

It is the duty of every person to examine themselves (rather than being examined by another) before partaking. (1 Cor 11:28)

The only people who will be refused the bread and wine are those who are known to be unbelievers or who are known to be barred from partaking as a form of church discipline of this or any other church.

1.14. DISCIPLINE

It is a clear Scriptural principle that the Church is a Fellowship of separated people (1Pet.2:9) with a standard to uphold which is worthy of the greatest and strictest code of conduct, with a corresponding code of discipline for members guilty of offence. The means of discipline vary with the occasion but nevertheless there are sufficient guidelines in Scripture to outline the modes of action in most situations, and certainly the essence in all. The words of the Lord Jesus Christ are clear in Matt.18:15-17 and the practical examples of 1Cor.5 and 2Thess.3:6,14 and 15 give indications of the command to uphold the highest standards. It is forbidden for a Christian to take a fellow Christian to a civil court of law (1Cor.6:1-7).

Discipline within the Church will be maintained by reference to, and corresponding action in accordance with, Scriptural principles.

1.15. RIGHT OF VETO

The Pastor shall have the right of veto in respect of all preachers or speakers at any meeting.

1.16. SECULAR ENGAGEMENTS

No secular engagements such as dancing, card-playing, etc., shall be held on the premises. Smoking shall not be permitted.

1.17. ALTERATION OF CONSTITUTION

The Constitution of the Church shall not be altered except after notice in writing of such proposed alteration being given at one Church Meeting and the acceptance of the same by the vote of at least 75% of those members present, and voting, at the Church Meeting following. The constitution shall be reviewed and reaffirmed annually by all members of the church.

1.18. AUDIT OF CHURCH ACCOUNTS

The audit of the Church accounts shall be carried out by two auditors appointed at the Church Meeting prior to the AGM in order to furnish their report by the AGM. The members shall have the right to elect whether or not the annual

financial statements should be independently audited or verified or inspected or otherwise.

1.19. TRUSTEES

The trustees shall all be members of this Church and shall include the pastor as far as that is possible. In the event of death, a replacement shall be appointed by the remaining Trustees. In the event of any Trustee ceasing to be a member of this Church, his Trusteeship shall automatically be taken to lapse and a replacement shall be appointed by Church Meeting.

1.20. DISBANDING THE CHURCH

In the unlikely event that the membership no longer believes it can operate as a church and so meet the purposes and goals as stated in this constitution, they may, by a 100% vote of the remaining membership, close the church and arrange for the assets to be disposed of. The building will be disposed of in accordance with the Trust Deed. Any liquid assets will be transferred to another church in the island or to charities that the church has supported (to be determined and agreed by a majority vote of the membership). In no case may the trustees or members of the church benefit from the closure of the church.

1.21. GLOSSARY

Church Assets	The chapel building plus cash in hand and at bank.
Connected Persons	<ul style="list-style-type: none"> • A parent and child of theirs. • Husband and wife • Employer and employee in business outside of the church. •
De Minimis Expense	<ul style="list-style-type: none"> • £250 at the sole discretion of the Treasurer • £500 if unanimously agreed by the church officers.

In the unlikely event that the membership no longer believes it can operate as a church and consent the purposes and ends as stated in this constitution, they may, by a three-fourths vote of the remaining membership, cause the church and its affairs to be dissolved. The winding up of the church will be supervised by a committee of three members of the church. Any liquid assets will be transferred to another church in the island or to charities that the church has supported (to be determined and agreed by a majority vote of the membership). In no case may the trustees or members of the church benefit from the closure of the church.

1.22. HISTORY OF CHANGES

Date	Change
20 MAR 2023	This Version adopted at Members Meeting



LA VILLIAZE EVANGELICAL CONGREGATIONAL CHURCH

REGISTERED CHARITY - CH60

FINANCIAL STATEMENTS FOR THE YEAR ENDED

30 June 2025

La Villiaze Church



	INCOME STATEMENT	
	30 June 2025	30 June 2024
<u>INCOME</u>		
Earned Income	719.19	821.15
Privately Funded Giving	41,049.90	52,976.85
Donations	0.00	0.00
Total Income for the Year	<u>41,769.09</u>	<u>53,798.00</u>
<u>EXPENSES</u>		
Charitable Activities:		
Direct Church Expenses (Pastor & Building)	31,664.23	30,294.24
Evangelism and Gospel Work	9,633.14	8,737.87
Gifts & Donations Made	322.00	100.00
Other General Expenses	1,409.69	1,978.46
Total Expenses for the Year	<u>43,029.06</u>	<u>41,110.57</u>
Net Increase/ Decrease	<u>(1,259.97)</u>	<u>12,687.43</u>

	BALANCE SHEET	
	30 June 2025	30 June 2024
Cash at Bank	2,363.92	3,623.89
Deposit Account (Under One Year)	80,000.00	80,000.00
TOTAL ASSETS	<u>82,363.92</u>	<u>83,623.89</u>
Available for Distribution:		
Brought Forward	83,623.89	70,936.46
Current Year	(1,259.97)	12,687.43
TOTAL LIABILITIES	<u>82,363.92</u>	<u>83,623.89</u>

The Accounts as at 30 June 2025 of La Villiaze Evangelical Congregational Church which meets at: Route De St Andre, St Andrew's GY6 8YH having been reviewed and found to be correct were approved at the church A.G.M. held on 21st July 2025.

Nicola Richardson
Nicola Richardson
Treasurer

Robert Yerby
Robert Yerby
Reviewer

Elaine Yerby
Elaine Yerby
Reviewer



Basis of Accounts

These financial statements are prepared in accordance with United Kingdom Generally Accepted Accounting Principles, including FRS 102 the Financial Reporting Standard applicable to charities in the United Kingdom and Republic of Ireland, as set out in the Statement of Recommended Practice (SORP) agreed between all United Kingdom Charity Commissions and the Chartered Institute of Public Finance and Accounting.

The SORP provides that for charities with Gross income less than £250,000, accounts are prepared on a receipts and payments basis, and that is the basis on which these accounts are prepared

The financial statements give a true and fair view.

Review

The "auditors" are members of the church and are not qualified auditors. However the members appoint such auditors each year and are satisfied with their ability and integrity in undertaking this work.

The auditors have no signing power on the church's bank account.

The Audit comprises a 100% check back of the cash book and bank statements and random checks of the invoices. 100% of invoices in excess of £500 were checked for appropriate authorisation.

Members have the right to request the accounts be independently audited.

This right was not exercised for the current year.

Income by way of offerings (which accounts for 98.3% of general income) is announced to the congregation every week. The tax refund on covenanted giving has not been received.

An update on the status of the finances is presented to every members' meeting and this is open to question and scrutiny. Members' meetings are held six times a year.

No suggestion of fraud was identified.

Structure, governance, and management

The church is a charity constituted as a Charitable Association within the Bailiwick of Guernsey under the Charities etc. (Guernsey and Alderney) Ordinance, 2021, registration no. CH60.

The charity's assets are administered by a Management Team drawn from officers and members of the church.

The names of committee members as at the date of this report and who served during the year are as follows:

Robert Yerby (Chairman)
 Roger Mahy (Secretary)
 Nicola Richardson (Treasurer)
 Peter Richardson

The Registered Office is the address of the Secretary of the Management Team as follows:

9 Frairies Court
 Rue Frairies
 St Andrew
 Guernsey GY6 8XU