



Church Terms of Reference, Constitution and Policy

The name of the Church will continue as:

“Thundersley Christian Spiritualist Church”

Terms of Reference

1. The Church is established to promote and embody the teachings of Christian Spiritualism demonstrated by Jesus Christ during his earthly mission.
2. We follow these principles:
 - God is the Divine Spirit,
 - All Life is Equal,
 - Communion with the Spirit World is possible,
 - The Continuous Existence of the Soul,
 - We all have Personal Responsibility,
 - Live by the Teachings & Example of Jesus Christ,
 - Eternal Progress Open to Every Soul.
3. The Church will at all times seek to achieve its objective by:-
 - 3.1 Holding Divine Services of Worship on Sundays when a text from the Bible will be read.
 - 3.2 Providing a safe and caring Spiritual environment with access to a variety of philosophies and viewpoints for those seeking enlightenment.
 - 3.3 Providing Spiritual Healing by Healers appointed by officers of the Church Committee and Trustees.
 - 3.4 Providing learning opportunities and experiences for those seeking to develop their Spiritual gifts.
 - 3.5 Promoting the work and beliefs of the Church.



The Constitution

1. General

- 1.1 Thundersley Christian Spiritualist Church is a not-for-profit company limited by guarantee registered in England and Wales with company number 08623444.
- 1.2 The Company Directors will here-in be known as 'Trustees'.
- 1.3 New Trustees will be elected by existing Trustees, with a minimum of two in office at any one time.

2. Trustee Responsibilities

- 2.1 The Trustees role is to ensure compliance with:
 - 2.1.1 The Terms of Reference, Constitution and Policy,
 - 2.1.2 All applicable legal requirements.

3. The Church Committee

- 3.1 The Trustees, having regard for the spiritual welfare of all concerned, will appoint a Committee of the Church who will be responsible to the said Trustees for the running of the Church in keeping with this Terms of Reference, Constitution and Policy.
- 3.2 New Members of the Committee must be approved by the Trustees prior to appointment.
- 3.3 If at any time the Trustees have grounds for reservations regarding the way in which the Committee, or a Committee Member, discharge their duties, they may, if they consider it necessary for the benefit of the Church, cancel their appointment.

4. Appointment of the Church Committee

- 4.1 The Committee will determine the roles required to run the church.
- 4.2 New Committee Members will be nominated by democratic vote of the existing Committee Members and recommended to the Trustees for approval.
- 4.3 The Committee will be separate to the Trustees.



5. Committee Responsibilities

- 5.1 The Committee Members will be equally responsible for managing the running of the Church, with the agreement and support of the Trustees. They may, by agreement, take specific roles within the Committee but all positions will be equal in status.
- 5.2 A minimum of four members of the Committee will be needed to form a quorum.
- 5.3 Committee members will not serve on the Committee, or be involved in the daily running of, another Church.
- 5.4 The committee will represent, and act in the best interests of, the Church at all times.
- 5.5 Committee members will regularly attend committee meetings and participate in Church activities.
- 5.6 The names of the Trustees and Committee Members will be displayed in Church.

6. Meeting of the Church Committee

- 6.1 Regular meetings of the Church Committee will be arranged to discuss the business of the Church. Members of the Church Committee who wish to call an extraordinary or special meeting for a specific purpose and in addition to the Committee's current business should address this need through the 'Church Secretary' in the first instance.
- 6.2 Minutes of the Committee will be formally recorded, with copies distributed to the Committee Members, Trustees and a copy placed on the notice board for at least two consecutive Sundays.
- 6.3 Any significant decisions taken by the Committee outside a formal meeting will also be communicated to the Trustees.

7. Church Helpers

- 7.1 Regular supporters of the church may be invited by the committee to become church helpers. The church helpers may be asked to support a particular role within the church or a general one under the authority of the committee. This is not a formal position and there are no voting rights.



8. Annual General Meetings

8.1 The Church Committee will cause an Annual General Meeting to be held with a formal agenda each year to offer their report and whatever topic it considers necessary to be raised for discussion and the Trustees approval.

9. Alterations to the Constitution.

9.1 Any alterations to this constitution may only be made following approval by the Trustees and presented at an extraordinary meeting of the Committee.

THE CHURCH POLICY

1. General

1.1 The Thundersley Christian Spiritualist Church holds regular events some of which are attended by visiting mediums.

1.2 The Divine Sunday Service will also include prayers, hymns, a reading from The Bible and a demonstration by a medium of their spiritual gifts. All services will be opened and closed in prayer.

2. Family

2.1 Family services, at which there is no clairvoyance are held occasionally.

2.2 A short service of Holy Communion will be held once a month.

3. Conducting Services & Events

3.1 The Church is available by prior consent of the Trustees, after review by the Committee, to perform Weddings, Christenings, Funerals, and other religious services. It is a requirement for conducting weddings at all times to have present an authorised person or additional authorised person from the Church to meet the Church's legal commitments.

3.2 Normally, services are planned and conducted by the Committee members. Trustees may be permitted to chair a service.

3.3 Requests by Non-Committee members or Trustees to perform services will be reviewed by Committee and Trustees, after details of the service to be performed have been considered. A full member of the Committee or Trustees should be in



attendance at all times during these services.

3.4 The Church may also, by agreement from the Church Committee, endorsed by the Trustees, be used for groups for personal development in line with the Christian Spiritual beliefs of the Thundersley Christian Spiritualist Church. That includes development circles, special community “Christian Spiritual” activities and talks. A full Member of the Committee or Trustees should be in attendance at all times.

3.5 Committee members will host events in a personal capacity on behalf of the Church and not represent a third-party business or organisation; unless otherwise agreed by the Committee.

4. Fees and Donations

4.1 The Church Policy requires no membership fees.

4.2 As set out in the Constitution, the Church will hold a free-of-charge Divine service on a weekly basis during which donations may be given as a free will offering.

4.3 All events and activities within the Church building must be in accordance with the beliefs and objectives stated in the Constitution.

4.4 Whilst donated items to the Church are gratefully accepted, items cannot be placed or replaced without Committee and Trustee agreement. This also applies to the Church gardens and grounds. Any form of memorial must be agreed by the Committee and Trustees.

4.5 For Weddings and other special services held within the Church, the building and the celebrant is provided by the Church and we request a minimum donation to the Church funds, set out in a separate document. Flower arrangements and other special arrangements, when agreed by the Church, must be paid for by those requesting the service. Some recorded music is available.

5. Training of Healers and Insurance

5.1 Healers that work in the church must be trained and insured by organisations approved by the Trustees and Committee.

6. Operation of the Church

6.1 The Committee work as a team to manage the Church business. Individual members do not have the authority to make decisions without it being put to the team and endorsed by the Trustees when appropriate to the policy and rules of the Church.



6.2 Committee members are elected as individuals and will act as an individual. Any business or third-party involvement must be approved by the Committee.

6.3 For decisions required between Committee Meetings or of an important nature, a Quorate Meeting should be arranged. (Consisting of enough people to make a quorum).

6.4 Communication by electronic means is also acceptable to ensure that all Committee Members and Trustees are kept fully informed of all issues relevant to the Church. Those without email should receive printed copies to keep them updated.

6.5 The Trustees will be kept informed in a timely manner of Committee "Church Management" decisions, to receive copies of Committee minutes or changes in Church routine.

7. Access to Trustees

7.1 The Committee members must be afforded access to the Trustees, within a reasonable time to discuss and obtain approval of Committee issues, which should rightfully involve the Trustees.

8. Church Work

8.1 The Trustees are responsible for the building maintenance and grounds (garden, driveway access etc.)

8.2 The Committee are responsible for the running of the Church, cleaning, flower arrangements and reporting incidents to the Trustees.

8.3 For safety reasons, anyone wishing to work in the Church alone must contact one of the other Church Members to say they are in the building and telephone to say they have left the building. The only exception is if it is immediately before a service.

9. Key Holders

9.1 The Trustees will approve all issue of Church keys and maintain a record of key holders.

10. Conclusion

10.1 At all times the Church will be run according to these Terms of Reference, Constitution & Policy.