

TRUST DEED AND CONSTITUTION
of the
TABLE VIEW BAPTIST CHURCH



1. NAME AND PLACE OF BUSINESS

This congregation of the Church shall be called the Table View Baptist Church, hereinafter TVBC, with its office situated at 9 Duiker Crescent, Table View.

2. LEGAL STATUS

TVBC shall be a legal *persona* with perpetual succession and an identity separate from its individual membership, capable in its own right of suing and being sued.

3. OBJECTIVES

TVBC will pursue and carry out its objectives in a non-profit manner with an altruistic intent to:

- 3.1 glorify God and recognize Jesus Christ as the head of the Church.
- 3.2 proclaim the Word of God as recorded in the Scriptures to all creation according to Matt 28:19-20.
- 3.3 provide sound biblical teaching, discipleship and to promote Christian Fellowship amongst all believers; building them up to the measure and stature of the fullness of Christ.

4. MEMBERSHIP OF THE BAPTIST UNION

TVBC is a member of the Baptist Union of Southern Africa (“the Baptist Union”).

5. STATEMENT OF FAITH

TVBC holds to the Baptist Union of South Africa’s 1924 Statement of Belief as being fundamental to its existence and identity, and more particularly:

5.1 that the Holy Scriptures comprising the sixty six books of the Old and New Testaments in their original writing are fully inspired of God and accept them as the supreme and final authority for faith and conduct.

Exodus 24:4; Deuteronomy 4:1-2; 17:19; Joshua 8:34; Psalms 19:7-10; 119:11,89,105,140; Isaiah 34:16; 40:8; Jeremiah 15:16; 36:1-32; Matthew 5:17-18;22:29; Luke 21:33; 24:44-46; John 5:39; 16:13-15; 17:17; Acts 2:16ff.; 17:11; Romans 15:4; 16:25-26; 2 Timothy 3:15-17; Hebrews 1:1-2; 4:12; 1 Peter 1:25; 2 Peter 1:19-21.

5.2 that the Lord God is One, eternally existent in three persons – Father, Son and Holy Spirit.

Genesis 1:1; 2:7; Exodus 3:14; 6:2-3; 15:11ff.; 20:1ff.; Leviticus 22:2; Deuteronomy 6:4; 32:6; 1 Chronicles 29:10; Psalm 19:1-3; Isaiah 43:3,15; 64:8; Jeremiah 10:10; 17:13; Matthew 6:9ff.; 7:11; 23:9; 28:19; Mark 1:9-11; John 4:24; 5:26; 14:6-13; 17:1-8; Acts 1:7; Romans 8:14-15; 1 Corinthians 8:6; Galatians 4:6; Ephesians 4:6; Colossians 1:15; 1 Timothy 1:17; Hebrews 11:6; 12:9; 1 Peter 1:17; 1 John 5:7. Genesis 1:2; Judges 14:6; Job 26:13; Psalms 51:11; 139:7ff.; Isaiah 61:1-3; Joel 2:28-32; Matthew 1:18; 3:16; 4:1; 12:28-32; 28:19; Mark 1:10,12; Luke 1:35; 4:1,18-19; 11:13; 12:12; 24:49; John 4:24; 14:16-17,26; 15:26; 16:7-14; Acts 1:8; 2:1-4,38; 4:31; 5:3; 6:3; 7:55; 8:17,39; 10:44; 13:2; 15:28; 16:6; 19:1-6; Romans 8:9-11,14-16,26-27; 1 Corinthians 2:10-14; 3:16; 12:3-11,13; Galatians 4:6; Ephesians 1:13-14; 4:30; 5:18; 1 Thessalonians 5:19; 1 Timothy 3:16; 4:1; 2 Timothy 1:14; 3:16; Hebrews 9:8,14; 2 Peter 1:21; 1 John 4:13; 5:6-8; Revelation 1:10; 22:17.

5.3 that Jesus Christ was begotten by the Holy Spirit, born of the Virgin Mary, and is true God and true man.

Genesis 18:1ff.; Psalms 2:7ff.; 110:1ff.; Isaiah 7:14; 53; Matthew 1:18-23; 3:17; 8:29; 11:27; 14:33; 16:16,27; 17:5; 27; 28:1-6,19; Mark 1:1; 3:11; Luke 1:35; 4:41; 22:70;24:46; John 1:1-18,29; 10:30,38; 11:25-27; 12:44-50; 14:7-11; 16:15-16,28; 17:1-5,21-22; 20:1-20,28; Acts 1:9; 2:22-24; 7:55-56; 9:4-5,20; Romans 1:3-4; 3:23-26; 5:6-21; 8:1-3,34; 10:4; 1 Corinthians 1:30; 2:2; 8:6; 15:1-8,24-28; 2 Corinthians 5:19-21;8:9; Galatians 4:4-5; Ephesians 1:20; 3:11; 4:7-10; Philippians 2:5-11; Colossians 1:13-22; 2:9; 1 Thessalonians 4:14-18; 1 Timothy 2:5-6; 3:16; Titus

2:13-14; Hebrews 1:1-3; 4:14-15; 7:14-28; 9:12-15,24-28; 12:2; 13:8; 1 Peter 2:21-25; 3:22; 1 John 1:7-9; 3:2; 4:14-15; 5:9; 2 John 7-9; Revelation 1:13-16; 5:9-14; 12:10-11; 13:8; 19:16.

- 5.4 **that God created man in His own image; that man sinned and thereby incurred the penalty of death, physical and spiritual; that all human beings inherit a sinful nature which issues (in the case of those who reach moral responsibility) in actual transgression involving personal guilt.**
Genesis 1:26-30; 2:5,7,18-22; 3; 9:6; Psalms 1; 8:3-6; 32:1-5; 51:5; Isaiah 6:5; Jeremiah 17:5; Matthew 16:26; Acts 17:26-31; Romans 1:19-32; 3:10-18,23; 5:6,12,19; 6:6; 7:14-25; 8:14-18,29; 1 Corinthians 1:21-31; 15:19, 21-22; Ephesians 2:1-22; Colossians 1:21-22; 3:9-11.
- 5.5 **that the Lord Jesus Christ died for our sins, a substitutionary sacrifice, according to the Scriptures, and that all who believe in Him are justified on the ground of His shed blood.**
Hebrews 9:14-15.10:5-10.
- 5.6 **in the bodily resurrection of the Lord Jesus, His ascension into heaven, and His present life as our High Priest and Advocate.**
John 20:1-17, Acts 1:9-11, Hebrews 8:1-2.
- 5.7 **in the personal return of the Lord Jesus Christ.**
Acts 1:10-11, 2 Thessalonians 2:1.
- 5.8 **that all who receive the Lord Jesus Christ by faith are born again of the Holy Spirit and thereby become children of God.**
John 1:12, John 3:3-6.
- 5.9 **in the resurrection both of the just and the unjust, the eternal blessedness of the redeemed and the eternal banishment of those who have rejected the offer of salvation.**
Genesis 3:15; Exodus 3:14-17; 6:2-8; Daniel 12:2; Matthew 1:21; 4:17; 16:21-26; 27:22-28:6; Luke 1:68-69; 2:28-32;20:35-36; John 1:11-14,29; 3:3-21,36; 5:24,28,29; 10:9,28-29; 15:1-16; 17:17; Acts 2:21; 4:12; 15:11; 16:30-31; 17:30-31; 20:32;24:15; Romans 1:16-18; 2:4; 3:23-25; 4:3ff.; 5:8-10; 6:1-23; 8:1-18,29-39; 10:9-10,13; 13:11-14; 1 Corinthians 1:18,30; 6:19-20;15:10; 2 Corinthians 5:17-20; Galatians 2:20; 3:13; 5:22-25; 6:15; Ephesians 1:7; 2:8-22; 4:11-16; Philippians 2:12-13; Colossians 1:9-22; 3:1ff.; 1 Thessalonians 5:23-24; 2 Timothy 1:12; Titus 2:11-14; Hebrews 2:1-3; 5:8-9; 9:24-28; 11:1-12:8,14; James 2:14-26; 1 Peter 1:2-23; 1 John 1:6-2:11; Revelation 3:20; 21:1-22:5.
- 5.10 **that the one true Church is the whole company of those who have been redeemed by Jesus Christ and regenerated by the Holy Spirit; that the local Church on earth should take its character from this conception of the Church spiritual, and therefore the new birth and personal confession of faith in Christ are essentials of Church membership.**
Matthew 16:15-19; 18:15-20; Acts 2:41-42,47; 5:11-14; 6:3-6; 13:1-3; 14:23,27; 15:1-30; 16:5; 20:28; Romans 1:7; 1 Corinthians 1:2; 3:16; 5:4-5; 7:17; 9:13-14; 12; Ephesians 1:22-23; 2:19-22; 3:8-11,21; 5:22-32; Philippians 1:1; Colossians 1:18; 1 Timothy 2:9-14; 3:1-15; 4:14; Hebrews 11:39-40; 1 Peter 5:1-4; Revelation 2-3; 21:2-3.
- 5.11 **that the Lord Jesus Christ appointed two ordinances - Baptism and the Lord's Supper - to be observed as acts of obedience and as perpetual witnesses to the fundamental facts of the Christian faith; that Baptism is the immersion of the believer in water as a confession of identification with Christ in burial and resurrection, and that the Lord's Supper is the partaking of bread and wine as symbolic of the Saviour's broken body and shed blood, in remembrance of His sacrificial death till He comes again.**
Matthew 3:13-17; 26:26-30; 28:19-20; Mark 1:9-11; 14:22-26; Luke 3:21-22; 22:19-20; John 3:23; Acts 2:41-42; 8:35-39; 16:30-33; 20:7; Romans 6:3-5; 1 Corinthians 10:16,21; 11:23-29; Colossians 2:12.
- 5.12 **We believe that God has ordained marriage as a heterosexual relationship between a natural man and a natural woman.**
Genesis 2:22-24; Mark 10:6-9.

6. PRINCIPLES AND PRACTICE

TVBC upholds the following principles and practice as matters of truth, testimony and good order:

- 6.1 The **Direct Lordship of Christ** over every believer and over the local church. By this we understand that Christ exercises His authority over the believer and the local Church directly, without delegating it to another.
1 Cor 11:3; Eph 1:22; 4:15; 4:23, Acts 10:36, Rev 17:14; 19:16; 1 Tim 6:15; Rev 1:5.
- 6.2 The **Church** as the whole company of those who have been redeemed by Jesus Christ and regenerated by the Holy Spirit. The local church, being a manifestation of the universal church, is a community of believers in a particular place where the Word of God is preached and observed. It is fully autonomous and remains so notwithstanding responsibilities it may accept by voluntary association.
Matt 16:18; Acts 9:31; 11:26; 13:1; 14:23; 14:27; 1 Cor 1:2; 3:16; 12:27.
- 6.3 **Believer's Baptism** as an act of obedience to our Lord Jesus Christ and a sign of personal repentance, faith and regeneration; it consists of the immersion in water into the name of the Father, Son and Holy Spirit.
Matt 28:19; 3:6; 3:13; Mar 16:16; Acts 2:38; 2:41; Luke 3:3; 1 Cor 12:13; Eph 4:5; Acts 10:48; 8:12.
- 6.3.1 Persons seeking believer's baptism shall be encouraged in this desire and receive proper teaching in accordance with Scripture.
Acts 2:38-39; 16:31-34; Romans 6:3-4 and 1 Peter 3:21-22.
- 6.3.2 This teaching and the ministration of baptism, shall, for the sake of good order in TVBC, ordinarily be carried out by the Pastor/Elders or by a person to whom he delegates these duties.
- 6.3.3 The ministration of baptism by any other believer is permissible provided that the Pastor/Elders and TVBC are given acceptable reasons for the departure from the ordinary procedure specified above.
- 6.3.4 Whenever possible, reasonable notice of the intention to baptize – whether by the Pastor or some other believer – shall be given to the members of TVBC to enable them to encourage the candidates, hold them up in prayer and to be present to witness their act of commitment.
- 6.4 The **Congregational Principle**, namely that each member has the privilege and responsibility to use his/her gifts and abilities to participate fully in the life of the Church. We recognise that God gifts His Church with Overseers (who are called Pastors or Elders) whose primary function is to lead in a spirit of servanthood, to equip and provide spiritual oversight, and Deacons whose primary function is to facilitate the smooth functioning of the Church. This principle further recognises that each congregational member should participate in the appointment of the congregation's leaders, and that constituted congregational meetings, subject to the direct Lordship of Christ and the authority of Scripture, is the highest court of authority for the local Congregation.
Acts 15:22; 20:28; 1 Cor 12:4 -31; Eph 4:12.
- 6.5 The **Priesthood of All Believers**, by which we understand that each Christian has direct access to God through Christ our High Priest, and shares with Him in His work of reconciliation. This involves intercession, worship, faithful service and bearing witness to Jesus Christ, even to the end of the earth.
1 Pet 2:5; 2:9; Heb 7:11.
- 6.6 The principle of **Religious Liberty**, namely that no individual should be coerced either by the State or by any secular, ecclesiastical or religious group in matters of faith. The right of private conscience is to be respected. For each believer this means the right to interpret the Scriptures responsibly and to act in the light of his/her conscience.
- 6.7 The principle of **Separation of Church and State** in that, in the providence of God, the two differ in their respective natures and functions. The Church is not to be identified with the State nor is it, in its faith or practice, to be directed or controlled by the State. The State is responsible for administering justice, ensuring an orderly community, and promoting the welfare of its citizens. The Church is responsible for preaching the Gospel and for demonstrating and making known God's will and care for all mankind.

7. **CONGREGATIONAL MEMBERSHIP**

The membership of TVBC shall comprise those persons who:

- 7.1 are designated 'member' on the TVBC Register at the time of adoption of this Trust Deed and Constitution;
- 7.2 subsequently apply for membership as in 8 below and are accepted into membership of TVBC; and
- 7.3 have not forfeited their membership under this Constitution.

8. **APPLICATION FOR MEMBERSHIP**

Application for membership shall be made by completing a prescribed form wherein the applicant, declares his or her: [see clause 15.6].*

- 8.1 acceptance of the Lord Jesus Christ as personal Saviour and acknowledgement of Him as the divine Son of God
John 1:12; Acts 13:38-39 and Romans 3:24.
- 8.2 belief in baptism by immersion as a public act of obedience to the Lord Jesus Christ and, if not already so baptised, be willing to go through the waters of baptism before entering into membership, *Acts 2:38 & 41, Acts 8:36-38; 16:30-40 and Romans 6:3-5.*
- 8.3 acceptance of this trust deed and constitution, specifically recognising the grievance and dispute mechanisms set forth in clause 12 of this Constitution and the final authority of 1 Corinthians 6.

9. **ACCEPTANCE INTO MEMBERSHIP**

- 9.1 The completed application form shall be handed to the congregational Church Secretary.
- 9.2 The Elders/Diaconate shall appoint two of its members to interview the applicant and report back to the next Elders/Deacons meeting.
- 9.3 The Elders will bring recommendation of suitable applicants before TVBC via the church Notice Board two weeks prior to the next members meeting.
- 9.4 If any person wishes to raise an objection to the admission of an applicant to membership, he or she shall timeously convey to the Eldership, privately and confidentially, the grounds for his or her objection.
- 9.5 In such a case the Pastor/Elders, shall not be obliged to reveal the details of their enquiries, but shall recommend to the Diaconate a course of action in the matter supported by their reasons, which shall be in accordance with Scriptures.
- 9.6 If no objections are raised, the application shall be placed before a constituted members meeting for acceptance.
- 9.7 Acceptance will be by majority vote of the members present.
- 9.8 The applicant will be welcomed into membership at the next communion service.

10. **RESPONSIBILITIES OF CONGREGATIONAL MEMBERSHIP**

- 10.1 Congregational members are expected to:
 - a) pray,
 - b) love one another,
 - c) study God's Word,
 - d) attend services and other weekly meetings regularly,
 - e) be a witness for Christ,
 - f) engage in Christian service according to their spiritual gifting,
 - g) support TVBC financially,
 - h) make disciples and
 - i) be discipled.
- 10.2 Congregational members are expected to attend general business and special general meetings.
- 10.3 Congregational membership may be suspended or cease under circumstances contemplated in clause 11 of this Constitution or may be surrendered by formal resignation, by departure to another place of

residence (from which it is not reasonably possible to participate in the fellowship of TVBC), or by transfer to another congregation.

11. **DISCIPLINE OF CONGREGATIONAL MEMBERS**

- 11.1 If any member is absent from services of TVBC and/or neglects to comply with the responsibilities of membership for a prolonged period without good reason, the Eldership shall make enquiry and should no satisfactory response result, the Eldership may submit a recommendation to a general meeting that the individual in question be suspended from ministry/fellowship, suspended from membership or removed from membership.
- 11.2 In the unhappy event that any allegation of unworthy conduct or erroneous belief against any congregational member occurs, the Eldership shall privately raise the matter with the member/s concerned, invite a response and after careful enquiry, prayer and consideration, suggest a course of appropriate action to the diaconate or through the diaconate to the next general meeting.
- 11.3 The suspension or expulsion of any member shall be resorted to only if all reasonable efforts at restoration prove unsuccessful. The affected member/s shall be entitled to be present and to speak at the general meeting considering an appropriate sanction.
- 11.4 In all matters of discipline, after sincere expression of repentance, fellowship and membership will be restored.

12. **RESOLUTION OF DIFFERENCES/AREAS OF CONCERN**

Subject to the over-riding principles set out in Matthew 18 and 1 Corinthians 6, members of TVBC irrevocably forego their right to bring their disputes among themselves for adjudication before a secular court and instead commit themselves to seek resolution of their grievances and disputes through the following Christian avenues:

- 12.1 In the unhappy event of serious disputation or anxious concern as between any member or members, congregational leader or leadership, which undermines effective ministry or unity or threatens to do so, it shall be the right and privilege of the Pastor or any four members of the Diaconate or of any twelve congregation members actively to seek resolution either through facilitation or, failing success by this means, through Christian arbitration. A disputing party may:
 - 12.1.1 call for a special meeting of the Diaconate with a view to resolving the differences. They shall invite three born again believers of good standing within the Baptist Union, who are not members of TVBC, nominated by the Executive of the Association with which TVBC is in membership, to be present at such a meeting. One of these people shall be nominated to serve as Chairman of the meeting or meetings.
 - 12.1.1.1 It shall be the obligation of the disputants and of the church membership as a whole to afford the TVBC Diaconate and the three Association representatives when so invoked, every reasonable opportunity to assist in bringing about a biblically based, God-honouring solution. The Association representatives may, if they so elect, submit a written report with appropriate recommendations.
 - 12.1.1.2 In the unlikely event of these deliberations still not resulting in any satisfactory resolution of the differences or the areas of concern, then the Association representatives shall recommend to the Area Co-ordinator that an independent Christian mediator be appointed to lead disputing parties through a conflict resolution process as in 12.1.2 below.
- Or**
- 12.1.2 request the Area Co-ordinator of the Association with which TVBC is in membership, to recommend an independent Christian mediator to lead the congregation through a conflict resolution process.
 - 12.1.2.1 During this process, which will involve a number of meetings and interviews, it shall be the obligation of all members of TVBC to participate in whatever

way may be required of them in order that a satisfactory biblically based, God-honouring resolution of differences or areas of concern may be achieved.

12.1.2.2. TVBC shall endeavour where and if possible to recompense the person appointed by the Area Co-ordinator for his/her services and travel.

12.1.3 pursue determination of the dispute by arbitration by an accomplished Christian arbitrator nominated by the Christian Lawyers' Association if, and only if, no resolution acceptable to both sides has been achieved after diligent, exhaustive participation in the process set out in clauses 12.1.1/12.1.2 above. Such arbitration shall take place with no more than the formalities necessary for fairness and good order, and the arbitration decision shall be final and binding.

12.1.4 The disputing parties shall share the costs of arbitration equitably.

13. **TVBC MEMBERSHIP REGISTER**

13.1 All additions to and deletions from the membership of TVBC shall be recorded in a Membership Register which shall be up-dated at not less than quarterly intervals and every member of TVBC shall be entitled, on request, to a copy thereof.

13.2 The Membership Register may, in addition to the names of all members, contain their addresses and telephone numbers and such other useful and relevant information that is reasonably required to facilitate the pastoral and administrative work of TVBC but it shall not contain any private or confidential information.

13.3 Any member in good standing who desires to join another congregation, shall on request be given a letter of introduction from the Eldership

14. **BUSINESS YEAR OF TVBC**

Each business year of TVBC shall begin on 1st July and end on 30th June.

15. **BUSINESS MEETINGS**

15.1 The business meetings of TVBC shall be Ordinary General Meetings, Special General Meetings, the Annual General Meeting and Diaconate Meetings which shall be minuted and shall consider the minutes of the relevant preceding business meeting.

15.2 The **Annual General Meeting** ("AGM") of TVBC shall be held not later than three months after the end of the business year and the Agenda shall include:

- (a) Confirmation of the Minutes of the previous AGM and of any other General Meetings held during the preceding year.
- (b) Matters arising therefrom.
- (c) Reports by the Diaconate and the departments of the Church on their respective activities during the past year and
- (d) A Financial Statement for the business year.

15.3 **Ordinary General Meetings** may be held as often as necessary to deal with business that cannot be postponed to the AGM.

15.4 **Special General Meeting** may be called at any time to deal with matters that are urgent or of special importance – including, but not limited to, matters of major policy or which involve extra-ordinary expenditure. Discussion at a Special General Meeting shall be confined to the purpose/s specified in the Notice of Meeting and shall be called:

- (a) to deal with matters that are required to be dealt with at a General Meeting by the provisions of this Trust Deed and Constitution, and
- (b) when the members resolve so to do at a properly convened General Meeting, and
- (c) to comply with a written demand, setting out the reason/s signed by not less than twelve (12) members of TVBC who are eligible to vote.

15.5 **The Quorum** for general meetings shall be twenty per cent (20%) of the current membership who are entitled to vote.

15.6 Voting At General Meetings

- (a) Voting shall ordinarily be by a show of hands, but a ballot shall be conducted if it is requested by two or more Members personally present and entitled to vote, or when, in the opinion of the chairman of the meeting, it is desirable that a ballot shall be conducted.
- (b) Resolutions shall be decided by a simple majority of votes unless otherwise specified in this Trust Deed and Constitution.
- (c) Each member present shall be entitled to one vote at a General Meeting [subject to para (d) below]*. No person shall have a casting vote and a motion that receives an equal number of votes shall be declared lost.
- (d) In legal and fiduciary matters, no member under the age of 18 years may vote. [see clause 8].*

15.7 Notice of Meetings and Agenda

- (a) No General Meeting shall be deemed to be properly constituted unless notice thereof has been given by displaying a Notice of Meeting specifying the time, date and place on the TVBC Notice Board for a period encompassing two successive Sundays prior to the date upon which the meeting is to take place.
- (b) The Notice of Meeting may specify the purpose/s for which the meeting is to be held and, in the case of a Special General Meeting, shall do so.

16. CONGREGATIONAL LEADERSHIP

16.1 TVBC acknowledges Jesus Christ as its head and undertakes to manage its affairs in accordance with biblical principles and recognises the authority of the Holy Scriptures in all matters of faith and conduct.

16.2 TVBC recognises the biblical roles of Pastors, Elders and Deacons and Ministry leadership to facilitate effective ministry.

16.3 Only members of TVBC may serve in leadership positions.

17. THE DIACONATE

17.1 The Pastors, Elders and Deacons shall constitute the Diaconate.

17.2 The Diaconate shall be responsible for the transaction of the business of TVBC, the administration of its funds and the carrying out of the directives of the members in accordance with the objectives of TVBC.

17.3 The Diaconate shall meet as often as may be necessary but not less than once a quarter.

17.4 The quorum for a Diaconate meeting shall be not less than one-half of their number.

18. CALLING OF PASTOR(S)

18.1 The responsibility for the choice and appointment of Pastor (s) is vested in the members of TVBC who shall, when the need arises, adopt the following procedure:

- (a) Convene a Special General Meeting for the purpose and, at the meeting; elect a Selection Call Committee consisting of the Eldership, Secretary, Treasurer, two Deacons and not less than four other members representative of TVBC;
- (b) Require this Selection Call Committee to make diligent enquiry – with the assistance, if necessary, of the Ministerial Settlements Committee of the Baptist Union – and nominate a candidate for acceptance by TVBC;
- (c) If a candidate is not a member of the Baptist Denomination, the Selection Committee shall consult with the Baptist Union before making the nomination to TVBC;
- (d) At a Special General Meeting, called for the purpose, resolve whether or not the nominee is to be accepted.

18.2 A resolution of acceptance shall not be valid unless seventy-five per cent (75%) or more of the members present and entitled to vote, declare themselves in favour of it.

18.3 The Selection Call Committee may not nominate more than one candidate on any one occasion.

- 18.4 The Selection Call Committee shall ensure that their nominee accepts, without reservation, the provisions of this Trust Deed and Constitution as well as the Code of Pastoral Ethics of the Baptist Union of South Africa, by way of written signature.
- 18.5 Upon written appointment the Pastoral couple/s shall become members of TVBC.
- 18.6 A written agreement of service made between TVBC and a Pastor/s, may be terminated by the giving of not less than three months' notice, each to the other, but the parties may mutually agree upon a greater or lesser period of notice. Where notice is given by TVBC as the employer, fair process shall be observed.

19. **ELDERS**

- 19.1 From time to time TVBC may see fit to appoint such of its members to the office of Elder as are recognised as gifted by the Holy Spirit for this office, and who satisfy the qualifications as detailed in 1 Timothy 3 and Titus.
- 19.2 The Eldership comprising of Pastors and Elders shall be responsible for the spiritual oversight and shepherding of TVBC.
- 19.3 After having prayerfully considered any suggestions from congregational members the Eldership shall recommend to a General Meeting such person/s from TVBC membership as they consider suitable for appointment to this office exhibiting: spiritual maturity, good standing in the Faith (both in the Church and in the secular world), the necessary gifting and sense of call. The name/s of the person/s to be recommended shall be made known at the time notice of the meeting is given, the nominee's prior written consent having been obtained.
- 19.4 The initial appointments of each recommended candidate shall be on the favourable ballot vote of 75% of the members present.
- 19.5 Each Elder shall hold office for two consecutive years, and continuance in office for further periods of two years shall be on the favourable vote of 75% of the members present at a General Meeting.
- 19.6 The number of elders deemed desirable shall be decided from time to time at a General Meeting.
- 19.7 The name of an Elder who no longer exhibits the qualifications as set out in 19.1 and 19.3, or is no longer fulfilling the responsibilities entrusted to them, shall be brought before a Special General Meeting with the recommendation that they be removed from office.

20. **DEACONS**

- 20.1 At the AGM, the members of TVBC shall elect as many deacons as are reasonably required, having regard to the number of members on its register at the time. The number of deacons then elected shall as far as practicable remain constant unless and until amended by the members at a subsequent General Meeting.
- 20.2 The persons nominated for election as deacons shall be members of TVBC who are not less than twenty-one years of age and who meet the qualifications set out in 1 Timothy 3 and Titus.
- 20.3 The procedure for the election of deacons shall be as follows:
- (a) A nomination form completed and signed by not less than two members who are entitled to vote and containing a signed declaration by the nominee that he is willing to accept nomination, shall be handed to the congregational Church Secretary at least twenty (20) days before the day upon which the AGM is to take place.
 - (b) The congregational Church Secretary, after consultation with the Diaconate, shall post the nomination form/s upon TVBC Notice Board no later than two Sundays preceding the day of the AGM.
 - (c) At the AGM the members shall decide how many deacons are required for the ensuing year and may decide that the number of deacons to be elected shall be equal to the number of nominees.
 - (d) Voting shall be by ballot.
 - (e) The nominees, who received a majority vote (50% + 1) of the members present and eligible to vote, shall be declared elected.

- 20.4 Once elected, a deacon shall as far as practicable remain in office for two consecutive business years, but shall be eligible for nomination for re-election for further two-year periods.
- 20.5 Should a vacancy occur in the Diaconate during the year, the Diaconate may fill the vacancy co-opting a person having the qualifications specified in 19.2 above, and that person shall hold office until the next succeeding AGM.
- 20.6 The name of a deacon who no longer exhibits the qualifications as set out in 20.2, or is no longer fulfilling the responsibilities entrusted to them, shall be brought before a Special General Meeting with the recommendation that they be removed from office.

21. CONGREGATIONAL CHURCH SECRETARY AND CONGREGATIONAL CHURCH TREASURER

The Diaconate shall choose, from among the deacons, a congregational Church Secretary and a congregational Church Treasurer and define their duties provided that, if there be no deacon who is suitably qualified or willing to assume these offices the Diaconate may appoint other TVBC members to assume them.

22. CONGREGATIONAL MINISTRIES

- 22.1 Any ministry within the TVBC shall appoint its own committee and leadership.
- 22.2 Names of the leader and the committee shall be submitted to the Eldership for approval and their decision ratified by a General Meeting.

23. FINANCE

- 23.1 TVBC shall be supported by voluntary giving.
- 23.2 The methods of voluntary giving shall be decided upon by the Diaconate. No donation will be accepted which is revocable at the instance of the donor for reasons other than a material failure to conform to the designated purposes and conditions of such donation.
- 23.3 Proper books of account shall be maintained by the treasurer. TVBC's financial transactions must be conducted by means of a banking account in the name of TVBC.
- 23.4 The members shall appoint annually a competent person or persons who shall examine TVBC securities, audit the Accounts and Financial Records of TVBC and furnish a report thereon to the members in writing. Such report shall refer to the existence of the securities and the adequacy of the records maintained and shall express an opinion on the accuracy of the Accounts presented.
- 23.5 TVBC's income and property may not be distributed to its members or office-bearers, except as reasonable compensation for services rendered, or in the exception of benevolent giving from designated funds. No remuneration will be paid to any employee, office bearer, member or other person which is excessive, having regard to what is generally considered reasonable in the sector and in relation to the service rendered and has not and will not economically benefit any person in a manner which is not consistent with its objects.
- 23.6 Members or office-bearers have no rights in the property or other assets of TVBC solely by virtue of their being members or office-bearers.
- 23.7 TVBC's accounting records and reports must be ready and handed to the Director of Non-profit Organisations, in as far as is possible, within six months of the financial year end. TVBC will submit the required returns by the South African Revenue Service together with the relevant supporting documents.
- 23.8 To comply with the requirements of the South African Revenue Service for Tax Exemption, at least 85% of TVBC's activities, measured either in cost or time spent, will be carried out for the benefit of persons in the Republic of South Africa.

24. FINANCIAL TRANSACTIONS

- 24.1 TVBC shall have power to buy, sell, donate, let or hire, exchange, transfer, receive by way of donation or otherwise, movable and immovable property and to invest its funds in Government or Municipal stock, mortgage bonds, or on fixed deposit or otherwise, in Banks, Post Offices, or

approved organisations and shall further have power to borrow money with or without security in such manner as TVBC shall think fit, negotiate loans from Bankers or others by overdraft or otherwise and by passing mortgage and notarial bonds for registration with the proper authorities, and to open and operate banking accounts, and to make, draw, accept, discount, execute and issue promissory notes, bills of exchange and other negotiable and transferable instruments to guarantee the performance of contracts by any person or duly constituted church having objectives wholly or partly similar to the objectives of TVBC.

24.2 The funds of TVBC will be used solely for the objects for which it was established, or shall be invested with a financial institution as defined in section 1 of the Financial Services Board Act, 1990 (Act No. 97 of 1990) or in any financial instrument of a company contemplated in paragraph (a) of the definition of a 'listed company'.

25. **TRUSTEES**

25.1 TVBC shall appoint, at a General Meeting, three of the deacons to be the trustees of TVBC property.

25.2 These trustees will also act as TVBC's fiduciary officers.

25.3 Any two of the trustees, acting together, shall have the power to execute any document that is required to carry out the directives of the members in regard to the immovable property of TVBC.

25.4 A trustee, once appointed, shall remain in office as long as he remains a deacon, is removed from office by resolution of the members in General Meeting, or resigns.

25.5 A certificate under the hand of the congregational Church Secretary shall be sufficient evidence of the appointment of a trustee.

26. **IMMOVABLE PROPERTY**

26.1 All immovable property acquired by TVBC in any manner shall be registered in the name of the Table View Baptist Church under the hand of the Trustees of TVBC.

26.2 All acquisitions of immovable property in any manner shall require the approval of a General Meeting, due notice having been given of the proposed transaction.

26.3 Any proposal to sell, donate, exchange, mortgage, hypothecate, or otherwise alienate or encumber any immovable property shall have the prior approval of a General Meeting by a two thirds majority vote of the members present.

26.4 The authority to invest funds, open and operate banking accounts, negotiate loans or overdrafts, and otherwise deal with the money of TVBC shall be vested in the Diaconate by two thirds majority vote of the members present at an AGM. The diaconate shall keep the members properly, fully and regularly informed of their dealings not less often than annually by the presentation of financial statements at the AGM.

27. **SALE OF PROPERTY**

The proceeds derived from the sale or other disposal of any property of TVBC shall be used in such manner as TVBC may deem best fitted to secure the furtherance of its objects.

28. **INDEMNITY**

The Trustees and all Officers of TVBC shall be fully indemnified against all actions, costs, charges, losses, damages and expenses which they or any of them shall or may incur in the execution of their duties, except such as they shall incur by their own wrongful action done intentionally or with gross negligence.

29. **DISSOLUTION OF TVBC**

29.1 TVBC may be dissolved by the adoption of a resolution to that effect by not less than two-thirds of the members present and entitled to vote at a duly constituted General Meeting, whereupon the Diaconate, or if there be no Diaconate at the time, other persons appointed by TVBC shall take appropriate action to wind up its affairs.

29.2 If TVBC should go out of existence, all of its property, movable and immovable, shall vest in the Baptist Union which shall hold and administer the said property for the work of the Lord.

30. **AMENDMENT OF THE CONSTITUTION**

30.1 This Trust Deed and Constitution may only be amended by resolution of the members of TVBC at a Special General Meeting called for the purpose, or at an Annual General Meeting before which notice has been given of the intention to propose such an amendment, and then only when the said resolution is adopted by a two-thirds majority of the members present and eligible to vote. Notice of the amendment proposal shall include the text of the proposed amendment.

30.2 The approval of this constitution by the Executive of the Baptist Union of Southern Africa is a prerequisite to membership of such Union. Any amendment of this Constitution or any replacement thereof shall likewise be subject to the approval of such executive as a condition of continuing membership.

31. **CONFIRMATION/ACCEPTANCE OF THE CONSTITUTION:**

The Constitution as printed above was adopted at a business meeting of the Table View Baptist Church, called in terms of the constitution, and held on the 29th May 2016.

SECRETARY

CHAIRMAN

RECORD OF REVISIONS

Rev 0 dd 22 October 2001

Rev 1 dd 9 June 2002

Rev 2 dd 2010 To accommodate new legislation and restructuring of the church.

Rev 3 dd May 2016