

The congregations of Ardrossan Park Parish Church of Scotland (SC004736); Ardrossan & Saltcoats Kirkgate Parish Church of Scotland (SC023003), Saltcoats North Parish Church Of Scotland (SC003299) and Saltcoats St Cuthberts Parish Church of Scotland (SC002905) shall be united from 1st January 2024, and that on the following terms and conditions:

1. **Name:** The name of the united charge shall be Ardrossan and Saltcoats Church of Scotland and SC023003 will be retained.
2. **Transference of Property and Funds:** The property and funds belonging to or held on behalf of each congregation shall belong to or be held on behalf of the united charge and any transference necessary shall be duly effected.
3. **Places of Worship:** The churches at present used and occupied by the congregations of Ardrossan: Park and Ardrossan and Saltcoats: Kirkgate shall be the places of worship of the united charge. The churches at present used by the congregations of Saltcoats North and Saltcoats St Cuthberts shall be used, sold, let or otherwise disposed of subject to the titles on which they are held, subject to the approval of the Presbytery and, if necessary, the General Trustees or the General Assembly. The free proceeds of any such sale or let shall: (a) if falling within the scope of Act VII 1995, be credited to the benefit of the congregation in the Consolidated Fabric Fund; or (b) if not falling within the scope of the said Act, be held and applied for fabric purposes in connection with the properties of the congregation. Services shall be conducted in Ardrossan and Saltcoats Church of Scotland (*former Park building*) and in Ardrossan and Saltcoats Church of Scotland (*former Kirkgate building*) each Sunday at times to be decided by the Ministers and Kirk Session, subject to the approval of Presbytery.
4. **Territorial Responsibility:** The bounds to be served by the united charge shall be designated as the bounds of the present four parishes or as the Presbytery shall determine.
5. **Kirk Session:** The elders of the four Kirk Sessions shall form with the ministers the Kirk Session of the united charge.
6. **Congregational Management:** The temporal affairs of the united congregation shall be administered by the Kirk Session in terms of the Unitary Constitution, the Delegation of Assembly being authorised to issue the appropriate Deed of Constitution to the said congregation.
7. **Minister:** The Rev Nigel Chikanya, currently minister at Ardrossan and Saltcoats Kirkgate shall be the minister of the united charge in terms of Section 8.2 of Act 8, 2021, as amended. Presbytery will create a Team Ministry Charge within the new charge to include a second Minister of Word and Sacrament subject to their agreement to the Basis of Team Ministry. Appointment shall be through the vacancy processes set out in Act VIII 2003.
8. **Manse:** The manse of the present congregation of Kirkgate shall be the manse of the united charge. In due course, a second manse, selected from the other three present manses, shall be chosen for the second minister of the charge. The remaining two manses shall be sold, let or otherwise disposed of, subject to the titles on which they are held, and subject to the approval of the Presbytery and, if necessary, of the General Trustees or the General Assembly. The free proceeds of any such sale or let shall: (a) if falling within the scope of Act VII 1995, be credited to the benefit of the congregation in the Consolidated Fabric Fund; or (b) if not falling within the scope of the said Act, be held and applied for fabric purposes in connection with the properties of the congregation.
9. **Ministerial Support:** The stipend of the charge shall be paid in accordance with the terms of the National Stipend Scheme.
10. **Power to Readjust:** While the articles and terms shall form the Basis of Union for the four congregations now uniting, the united charge shall be free, like other congregations, to adjust arrangements under the authority of Presbytery as need may arise.

BASIS OF REVIEWABLE CHARGE: Ardrossan and Saltcoats Church of Scotland

By decision of the Presbytery of the South West, permission is granted to the congregation of Ardrossan and Saltcoats Church of Scotland (SC023003), to call a minister on a Basis of Reviewable Charge in terms of section 9.1.1 of the Presbytery Mission Plan Act (Act 8, 2021), and that on the following conditions:

- 1) The Presbytery shall review the appointment five years from the date of induction of the minister.
- 2) At the review, the Presbytery shall consider with the Kirk Session:
 - a) whether the life of the congregation exhibits the five Marks of Mission i.e.
 - a. to proclaim the Good News of the Kingdom;
 - b. to teach, baptise and nurture new believers;
 - c. to respond to human need by loving service;
 - d. to seek to transform unjust structures of society, to challenge violence of every kind and pursue peace and reconciliation; and
 - e. to strive to safeguard the integrity of creation, and sustain and renew the life of the earth.
 - b) whether the life of the congregation exhibits the five purposes of the church, i.e. worship, service, discipleship, fellowship and evangelism and whether these are in a healthy balance;
 - c) the extent to which the congregation has been successful in establishing a community based church with a sustainable presence for the future;
 - d) the extent to which a leadership core has been established and developed to enable the resourcing of all aspects of church life; and
 - e) such other matters as may be relevant by that time.
- 3) Following such review, the Presbytery shall take a further decision on the future arrangements for ministry to the congregation and parish of Ardrossan and Saltcoats Church of Scotland, recognising that one of the options available to it is the termination of the tenure of the charge on giving the minister six months' notice in writing.

The minister shall be free to seek to demit or to be translated as in the ordinary case of any minister inducted to a charge, provided that, if this Reviewable Charge is his or her first charge, the Presbytery hereby agree that these conditions constitute exceptional circumstances in terms of Section 4 of the Vacancy Procedure Act (Act 8, 2003), and will accordingly issue the necessary Certificate if he or she seeks to be translated within five years.

BASIS OF TEAM MINISTRY: Ardrossan and Saltcoats Church of Scotland

As agreed in the Basis of Union for to the congregation of Ardrossan and Saltcoats Church of Scotland within the Presbytery of the South West, a Team Ministry shall operate there as follows.

1. TEAM ROLES

The Team Ministry will comprise two Full Time Ministers of Word and Sacrament (FTMWS) and any additional ministry posts as may be employed by the united charge.

All the roles together constitute the team, and each person is a team member. It shall be the duty of all team members to work collaboratively to further the mission of the Church, sharing or covering for each other's duties where necessary and permissible in terms of Church law.

Each of the Ministers has equal status. The scope and responsibilities of both FTMWS posts are the same, except that one Minister will moderate the Kirk Session.

The Rev. Nigel Chikanya is currently inducted on Unrestricted Tenure. The second Minister will be inducted, subject to the Vacancy Procedure Act (Act VIII 2003), on a Basis of Reviewable Charge, reviewable after five years. The Ministers shall share the same congregation and the Kirk Session and be part of the same Church life.

The Rev. Nigel Chikanya shall occupy his current manse. The newly called Minister inducted to the Team Ministry Charge shall occupy the manse provided for their use, chosen from the other three present manses.

Both Ministers forming the Team Ministry will have joint responsibility to arrange provision of

- Sunday morning worship ⁽ⁱ⁾
- other services and events as may be planned (evening, midweek, and new expression services such as, for example, Messy Church, Café Church etc.) ⁽ⁱ⁾
- pastoral care ⁽ⁱⁱ⁾
- primary school and secondary school chaplaincies (along with ecumenical partners) ⁽ⁱⁱⁱ⁾
- chaplaincies to Care and Nursing Homes ⁽ⁱⁱⁱ⁾
- other chaplaincies that occur ⁽ⁱⁱⁱ⁾
- opportunities for discipleship ^(iv)
- community activities in the parish of Ardrossan and Saltcoats, including ecumenical and town partnerships ^(v)

Notes:

(i) Worship, New Patterns of Worship, and the Local Mission Church

The Ministry Team will be responsible for taking the lead in exploring new patterns of Worship and Fresh Expressions of Church, including but not exclusive to Messy Church and the Local Mission Church, and other forms of outreach to the community.

The named minister allocated for a particular service of worship would be responsible for planning the service, but the leading of it may be shared with another colleague or participants.

The Ministry Team will plan the programme of services including Holy Communion.

(ii) Pastoral Care

Pastoral Care will be the responsibility of the Ministry Team and the Kirk Session. The first point of contact should be the Ministry Team. The development of a wider Pastoral Care Team will be undertaken.

Funerals, weddings and baptisms will be the shared responsibility of the Ministry Team and can incorporate any presbytery-recognised lay leaders for funerals. Each minister will seek to make themselves available, as best they can, on request.

(iii) School Chaplaincy, work in Care and Nursing Homes, and other chaplaincies

These will be carried out as a chaplaincy team with both ministers and other members of the Ministry Team, co-opting other members who may wish to be involved.

(iv) Discipleship

The Ministry Team will work to provide opportunities for corporate and individual prayer, Bible Study and discussion groups, encouraging faith and the development of personal discipleship.

(v) Community Activities; Ecumenical and Town Partnerships

The Ministry Team will actively seek to develop partnerships with other Churches and will support those appointed by the Kirk Session who will represent the congregation in any ecumenical work or with other groups working in the parish area.

2. MODERATOR OF THE KIRK SESSION

The Rev Nigel Chikanya, currently minister at Ardrossan and Saltcoats Kirkgate shall be Moderator of the Kirk Session of Ardrossan and Saltcoats Church of Scotland Church of Scotland.

A change of Moderator may be negotiated, subject to the agreement of Presbytery.

As a member of the Kirk Session, the minister who is not the Moderator shall be free to speak to debates, submit motions and counter motions and bring forward business for discussion but shall not exercise any right to a vote.

Ministry Team members, if not members of the Kirk Session, shall be free to speak to debates, submit motions and counter motions and bring forward business for discussion but shall not exercise any right to a vote.

The Moderator may invite the other minister to moderate individual meetings of the Kirk Session in line with Church Law.

3. TEAM MEETINGS AND CO-ORDINATION

The members of the team shall meet regularly [and at least monthly] to co-ordinate and carry out the work of the team as effectively as possible and discuss matters of common interest.

Meetings may take place in person or via videoconference or a hybrid of the two and shall be chaired by an agreed team member. The Chair will be responsible for circulating an agenda, where possible, at least three days prior to each meeting. Any team member may request that an item is added to the agenda. Matters requiring a decision by the team shall be decided by a simple majority. If a team member is unhappy with a decision, he or she may invoke the dispute resolution procedure set out below. A secretary should be appointed from the team membership and will be responsible for taking minutes, circulating them amongst the members and retaining copies. Meetings will ensure that parish responsibilities are shared on a reasonable basis and that cover is provided for holidays and time off for the Team Members.

4. DISPUTE RESOLUTION

- 4.1 If a dispute arises out of or in connection with this Team Ministry, then (subject to section 4.7 below) the procedure set out in this clause shall be followed.
- 4.2 Any member of the team shall be entitled to give to all, or some other members of the team (“the relevant team members”) written notice of the dispute, setting out its nature and full particulars, together with any relevant supporting documents. The relevant team members shall attempt in good faith to resolve the dispute at this stage.
- 4.3 If the relevant team members are unable to resolve the dispute within 30 days of such written notice having been given, the dispute shall be referred to the Presbytery Clerk, who shall attempt in good faith to resolve it.
- 4.4 If the Presbytery Clerk is for any reason unable to resolve the dispute within 30 days of it being referred to him or her, the relevant team members agree to enter into mediation in good faith to settle the dispute. The mediator will be nominated by the Presbytery Clerk having consulted with the Principal Clerk. To initiate the mediation, one of the relevant team members must give written notice to the other relevant team members, referring the dispute to mediation.
- 4.5 If there is any point in relation to the logistical arrangements for the mediation on which the relevant team members cannot agree, the Presbytery Clerk will be entitled to decide that point, having first consulted with the relevant team members.
- 4.6 If the dispute is not resolved within 30 days of commencement of the mediation, the matter shall be referred by the Presbytery Clerk to the Presbytery’s Complaints Committee, or other equivalent Presbytery Committee, subject to any issues of discipline which arise and any other matters which may require to be resolved in terms of the employment contract(s) of the relevant team members. Except in relation to matters which properly fall to be dealt with in terms of the employment contract(s) of one or more relevant team members, there shall be no appeal against the decision of the Committee.
- 4.7 Where the relevant team members include one or more employees, this dispute resolution procedure is without prejudice to the grievance and discipline procedures set out in their contract(s) of employment. For the avoidance of doubt, any team member who is serving under a contract of employment shall be entitled to raise with their employer any matter which they wish to have treated as a grievance, and the employer shall be entitled to raise with the employee any matter which it considers to be disciplinary in nature.

5. FURTHER PROVISIONS

The Ministry Team will be able to adjust arrangements relating to the Team Ministry with the agreement of the Kirk Session and Presbytery.

6. PRESBYTERY’S POWER TO ADJUST TEAM MINISTRY

The Presbytery shall be free to adjust arrangements relating to the Team Ministry, subject to matters of tenure, as Presbytery may determine from time to time. Any material change to this Basis shall require consultation with the Kirk Session and with members of the Team.

[This Basis should be read and effected in conjunction with the relevant Basis of Union.]
