

Troon Church of Scotland Basis of Union
When Establishing a Local Mission Church and Team Ministry

The congregation of Troon Old Parish Church of Scotland (SC007246) and the congregation of Portland Parish Church of Scotland: Troon (SC003477) and the congregation of Troon St Meddan's Parish Church of Scotland (SC015019) shall be united on a date to be determined by Presbytery, and that on the following terms and conditions:

- 1. Name:** The name of the united charge shall be Troon Church of Scotland and SC015019 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. Local Mission Church:** The Presbytery shall establish a Local Mission Church in the North East area of the new, united parish. (This shall be in terms of Regulation II 2021 and the Basis for Local Mission Church attached to this Basis of Union.)
- 4. Places of Worship:** Both churches at present used and occupied by the congregations of Troon Portland and Troon St Meddan's will be the places of worship of the united charge. The church sanctuary at present used by the congregation of Troon Old shall be used, sold, let or otherwise disposed of subject to the titles on which it is 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. The church located in the area of North East Troon in the parish of Troon shall be a Local Mission Church.
- 5. Territorial Responsibility:** The bounds to be served by the united charge shall be designated as the bounds of the parishes of Troon Old, Troon Portland, and Troon St Meddan's; or as the Presbytery shall determine.
- 6. Kirk Session:** The elders of all three Kirk Sessions shall form with the ministers the Kirk Session of the united charge.
- 7. 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.
- 8. Ministry:** The ministry arrangements will be as laid out in the Basis of Team Ministry. All the charges coming into the union are currently vacant. The charge will be reviewable after five years.
- 9. Manses:** There will be two manses for the Team Ministry. The manses of Troon Old; Troon Portland; and Troon St Meddan's Church of Scotland congregations will be retained until the united congregation shall, with the agreement of Presbytery, identify property (existing or new) which shall form the manses of the united congregation.
The existing manses will be retained, sold, let or otherwise disposed of within twelve months of approval of the union, always 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 will (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.
- 10. Ministerial Support:** The stipends of the charge shall be paid in accordance with the terms of the National Stipend Scheme.
- 11. Power to Readjust:** While the articles and terms shall form the Basis of Union for the three congregations now uniting, the united charge shall be free, like other congregations, to adjust arrangements under the authority of Presbytery as need may arise.

As agreed in the Basis of Union for Troon Church of Scotland, the Presbytery of South West shall establish a Local Mission Church in terms of Regulation II 2021 from a date to be set by Presbytery.

1. Geographical Setting: The Local Mission Church shall be located in the area of north east Troon within the parish of Troon.

2. Responsibilities of the Kirk Session: All legal and governance matters affecting north east Troon Local Mission Church shall be the responsibility of the Kirk Session of Troon Church of Scotland, South West Presbytery, with Charity number SC015019.

In particular, the Kirk Session shall:

- (a) Ensure that all requirements of the law of the Church of Scotland and of civil law are fulfilled in relation to the Local Mission Church.
- (b) Be the owner/title-holder/tenant of all property whether heritable or moveable, used by or within the possession of the Local Mission Church.
- (c) Enter any contracts relating to the activities of the Local Mission Church.
- (d) Administer all offerings and other monies collected at or in relation to the Local Mission Church.
- (e) Apply such monies in the first instance to meet the costs of the Local Mission Church for as long as it exists, after discussion with the Leadership Team, and thereafter as the Kirk Session determines.

3. Oversight by Presbytery: The Local Mission Church shall be subject to the oversight of the Presbytery, through the Kirk Session. The Presbytery shall review the Local Mission Church and its place in the Presbytery Mission Plan five years after the establishment of the new Parish and at least once every five years thereafter all without prejudice to the annual evaluation and development of the Mission Plan.

4. Leadership Team: The Local Mission Church shall have a Leadership Team consisting of between three and seven communicant members of Troon Church of Scotland at least one of whom shall be a member of the Kirk Session.

The Presbytery shall also appoint a member of the Team as their representative.

The life and witness of the Local Mission Church shall be co-ordinated by its Leadership Team, subject to the oversight of the Kirk Session and the Presbytery. Without prejudice to this generality, the Leadership Team shall be responsible for:

- (a) Developing appropriate expressions of worship, witness and service.
- (b) Ensuring that the Local Mission Church is adequately organised.
- (c) Ensuring good communication with the Kirk Session.
- (d) Assisting with the upkeep of buildings (if any), subject always to strict adherence to sections 5(a) and (b) below.

5. Further Provisions:

- (a) Neither the Leadership Team nor any person acting on behalf of the Local Mission Church shall have any authority or power to enter into contracts or to incur liabilities on behalf of the Kirk Session.
- (b) Neither the Leadership Team nor any person acting on behalf of the Local Mission Church shall conduct themselves in such a way (including silence) that might cause an inference contrary to section 5(a) to be drawn by any person.

6. Power to Readjust: While these provisions shall form a Basis of Local Mission Church, the Presbytery shall be free to adjust arrangements as Presbytery may determine.

As agreed in the Basis of Union for Troon 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), one Ordained Local Minister (OLM) 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 FTMWS has equal status. The scope and responsibilities of both FTMWS posts are the same, except that one Minister will moderate the Kirk Session.

Both FTMWS will be inducted 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 two FTMWS posts (Minister A and Minister B) shall, when vacant, be subject to the Vacancy Procedure Act (Act VIII 2003). At the creation of the new United Charge, as all legacy parishes are currently in vacancy, one Nominating Committee shall be appointed to call Ministers.

The FTMWS inducted to a Team Ministry Charge shall each occupy the manse provided for their use.

Both FTMWS (Minister A and Minister B) 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 Troon, 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

One of the full-time ministers of Word and Sacrament (Minister A) will be appointed as Moderator of the Kirk Session of Troon Church of Scotland.

As a member of the Kirk Session, the full-time minister (Minister B) who is not the Moderator shall be free to speak to debates, submit motions and counter motions and bring forward business for discussion.

Ministry Team members, if not members of the Kirk Session, can be invited to speak to debates and can request to 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 the minister who is not the moderator (Minister B), or 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.]

Troon Church of Scotland Basis of Reviewable Charge

By decision of the Presbytery of the South West, permission is granted to the congregation of Troon Church of Scotland (SC015019), to call ministers 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 ministers.
- 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.
 - i. to proclaim the Good News of the Kingdom,
 - ii. to teach, baptise and nurture new believers,
 - iii. to respond to human need by loving service,
 - iv. to seek to transform unjust structures of society, to challenge violence of every kind and pursue peace and reconciliation, and
 - v. 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 team ministry has been established and developed to enable the resourcing of all aspects of church life and
 - d) 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 Troon 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(s) six months' notice in writing.

The ministers 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.