

The Union of Evangelical Churches is an incorporated Charity, which means it is also a limited company, and so accountable to both the Charity Commission and Companies' House.

It has 14 churches which are bound to the UEC by the signing of the Agreement of Common Purposes. Government is through a Board of Directors which comprises Senior Ministers, Ministers and Associate Ministers, all of whom have one vote each, with the Chairman having a casting vote. Churches without a Minister are invited to send a Representative to Board meetings (and take part in the discussions, but not vote); otherwise, the Moderator speaks for those Churches (but does not vote on their behalf).

With effect from 18 November 2021, the Board will appoint two Co-Chairmen who serve for a period of one year, renewable, with the following terms of reference:

THE CO-CHAIRMEN share in:

- chairing all Board meetings,
- representing the UEC as required to other organisations,
- making decisions on urgent UEC matters arising in between Board meetings, consulting with each other, and with the Chairman of the Ministerial Committee and Chairman of the Finance Committee. Any such decisions must be reported to the next Board meeting for ratification.

Eligibility and other duties:

- both must have been a UEC Minister for at least two years,
- either can be Chairman of the Finance Committee and the Ministerial Committee, but not both.
- one will be Chairman of Ministerial Committee Disciplinary Appeal Panel

To support the Board, two standing committees exist, Finance and Ministerial, both having their own distinctive Terms of Reference and Duties. Board positions and members of these two committees are elected using the following Nominating/Voting Procedure (see also rules on page 5.6); the names of Co-opted members are put to the Board for approval.

Nomination Procedure

1. The Company Secretary advises Board members of vacancies to be filled,
2. All candidates must meet the specified length of service criteria and have attended at least one Board Meeting during the previous 12 months,
3. Each candidate must be nominated either by themselves or by another Minister (Trustee Director)
4. A Senior Minister, Minister or Associate Minister can nominate another Senior Minister, Minister or Associate Minister, provided the latter has agreed to stand for the vacancy in question,
5. Voting is normally to be via a postal vote.
6. The Voting Slip will have the provision to vote for or against a candidate. Any paper not returned, or returned blank, will constitute an abstention.

Review

These conditions and arrangements will be reviewed every three years.

MINISTERIAL COMMITTEE

This committee consists of four directors, one of whom shall be elected as Chairman. Directors who serve on this Committee must have been a UEC Minister for a minimum of two years.

The Committee on behalf of the Board will:

1. consider and rule as necessary on all ministerial and doctrinal matters, and where appropriate make necessary recommendations and reports to the Board,
2. consider/interview and report to the Board on all candidates for Senior Minister, Minister, and Associate Minister positions, and where appropriate arrange for mentoring,
3. consider and recommend to the Board the appointment of Moderators,
4. be responsible for making positive interventions in pursuit of encouraging Ministers to participate in the governance of the UEC through organising training and/or experience as appropriate,
5. monitor the spiritual well-being of all UEC Churches, and organise assistance as appropriate,
6. keep under review the Agreement for Common Purposes that governs the relationship between local Churches and the UEC, and make proposals for updating and liaising with the F&GP as appropriate,
7. give advice concerning matters of governance that are the responsibility of the MC and where appropriate provide interpretation and application of Scripture to topics that are of concern to Christians,
8. where changes in practice, as distinct from policy, are concerned will publish amended entries in the Handbook, which shall be treated as approved unless an objection is received by the Company Secretary from a Director within 28 days of publication,
9. enquire into and rule on matters of Church discipline in a spirit of reconciliation and restoration,
10. as opportunity arises identify and evaluate other Churches or Christian groups which would gain mutual benefit through joining in common purpose with the UEC, and
11. put forward the names of a maximum of two persons with appropriate expertise to be co-opted on to the Committee, for Board approval, with voting rights, in accordance with the Memorandum & Articles of Association (item 5.3 of the Articles refers), for one year, renewable.

The duties of the Committee. It will:

1. appoint a chairman from within the Committee, to serve on an annual basis,
2. produce and keep minutes of all meetings and produce report(s) for the Board,
3. ensure a quorum of two Directors,

The Directors

The Trustee Directors will carry out their legal responsibilities as defined in current legislation and guidance.

The Company Secretary will act as Clerk to the Committee and attend all Ministerial Committee meetings. Should he be unable to attend, the Committee will appoint a Minute-taker.

Ministerial appointments in the UEC

All Candidates are required to meet the conditions set out in the Memorandum of Agreement & Articles of Association to pass a Selection Panel. The Ministerial Committee will form a Selection Panel containing at least three Ministers to interview the Candidate, who must have the support of 75% of church membership of the Church where they intend to Minister, then be approved by the Ministerial Committee, and then be approved and appointed by the UEC Board.

The Youth Connect Committee

This committee is inactive.

FINANCE & GENERAL PURPOSES COMMITTEE known as the Finance Committee

This committee consists of four Trustee Directors, one of whom shall be elected as Chairman. Directors who serve on this Committee must have been a UEC Minister for a minimum of two years.

The Committee on behalf of the Board will:

1. monitor and control all finance, insurance and legal matters together with the purchase and selling of properties relating to the UEC, making necessary recommendations and reports to the Board,
2. consider all requests for financial help/support from UEC member Churches,
3. upon such consideration, the Finance Committee will approve the application, or make a recommendation to the Board as to granting approval or not,
4. explore all avenues regarding the selling or retention of empty/surplus UEC properties (churches or houses). They will take into consideration the future requirements of the UEC, both locally and as a whole,
5. sell, rent out on the open market, or allow third party use of the premises (churches or houses), so long as they are in sympathy with UEC Doctrines, Principles and Practices. Having explored all of these options, the Committee will make a recommendation to the UEC Board, which will then make the final decision as to the future of any empty/surplus UEC properties.
6. On behalf of the Board appoint a Company Secretary in accordance with the UEC Memorandum & Articles of Association (item 5.1 in the Articles of Association) and will delegate to him all the day-to-day management of financial, insurance and legal matters, including documentation relevant to properties, updating tenancy agreements and any other matters relevant to his office. The Company Secretary will also give support to the Committee as necessary,
7. put forward the names of a maximum of two persons with appropriate expertise to be co-opted on to the Committee, for Board approval, with voting rights, in accordance with the Memorandum & Articles of Association (item 5.3 of the Articles refers), for one year, renewable.

The Duties of the Committee are to:

1. appoint a chairman from within the Committee, to serve on an annual basis,
2. produce Committee Minutes and Reports for the Board,
3. monitor financial activity, and not exceed the financial authority of £20,000 plus VAT for any one project, and
4. ensure a quorum of three Directors.

The Directors

The Trustee Directors will carry out their legal responsibilities as defined in current legislation and guidance.

The Company Secretary will act as Clerk to the Committee and attend all Finance Committee meetings. Should he be unable to attend, the Committee will appoint a Minute-taker.

The Promotion Committee

This committee is now inactive.

PROMOTION COMMITTEE

The setting up of this new committee was approved at the Board meeting on 24 November 2012. Its terms of reference are as follows and amended in 2015.

The Committee will consist of at least one Board Director plus at least four lay members as deemed appropriate, one of whom shall be appointed Chairman. The Promotion Committee is accountable to the Finance Committee.

Co-opted members do not need to be Board members, but they do have voting rights. Membership of this committee is “open ended” and others may be invited to attend and take part, particularly regarding the organising of events.

The Committee on behalf of the Board will actively promote the work of the UEC by carrying out (but not limited to) the following actions:

1. Advise the Board on all aspects of promoting the work of the UEC.
2. Plan and organise training events, including speakers.
3. Plan and organise the UEC Family Day, including speakers.
4. Manage and monitor the UEC Web Site.
5. Publish the bi-annual *Prayer Focus* magazine.
6. Have authority to access funding up to £1,000.00 per annum in support of its actions. Funding over and above this amount must be reported back to the Finance Committee for approval.
7. Arrange seminars and other events as appropriate.
8. Set up social media.

The duties of the Committee. It will:

1. produce and keep minutes of all meetings and will produce report(s) to the Finance Committee.
2. liaise as necessary with both Ministerial and Finance Committees regarding promoting the work of the UEC.
3. ensure a quorum of three members, with at least one being a Board Director (who can act as Chairman in the absence of the appointed Chairman).
4. co-opt persons with expertise to the committee and have voting rights.
5. advise the UEC office of planned events, to ensure appropriate insurance cover.

The Directors

The Trustee Directors will carry out their legal responsibilities as defined in current legislation and guidance.

The Company Secretary will act as Clerk to the Committee and attend all Promotion Committee meetings. Should he be unable to attend, the Committee will appoint a Minute-taker.

Review:

The conditions and arrangements of all Committees will be reviewed every three years, in February 2022.

NB. As from 14 November 2023 this committee is inactive. Please contact the office for details of any promotional events.

YOUTH CONNECT COMMITTEE

The setting up of this new committee was approved by the Board in 2014 and amended in 2015.

The Committee will consist of at least one Board Director plus lay members as deemed appropriate, one of whom shall be appointed Chairman. The Youth Connect Committee is accountable to the Ministerial Committee.

Co-opted members do not need to be Board members, but they do have voting rights. Membership of this committee is “open ended” and others may be invited to attend and take part, particularly regarding the organising of events.

The Committee on behalf of the Board will:

1. Actively promote the youth outreach work of the UEC by planning, promoting and organising appropriate youth events.
2. Advise the Board on all aspects of its work.
3. Have authority to access funding up to £1,000.00 per annum in support of its actions.
4. Funding over and above this amount must be reported back to the Ministerial Committee for approval.

The duties of the Committee. It will:

1. keep notes of all planning meetings and will produce report(s) for the Ministerial Committee.
2. liaise as necessary with both Ministerial and Finance Committees regarding the promotion of a youth outreach programme.
3. ensure a quorum of three members, with at least one being a Board Director (who will act as Chairman in the absence of the appointed Chairman).
4. advise the UEC office of planned events, to ensure appropriate insurance cover.

The Directors

The Trustee Directors will carry out their legal responsibilities as defined in current legislation and guidance.

The Company Secretary will act as Clerk to the Committee and attend all Ministerial Committee meetings. Should he be unable to attend, the Committee will appoint a Minute-taker.

Review:

The conditions and arrangements of all Committees will be reviewed every three years, in February 2022.

NB. This committee is inactive. Please contact the office for details of any UEC youth events.

