



Chinese Christian Church  
雪梨華人基督教會

ACN: 000 499 883

100 Alfred Street, Milsons Point, NSW 2061 Tel: 99552800  
email: [admin@cccmilsonspoint.org](mailto:admin@cccmilsonspoint.org) website: [www.cccmilsonspoint.org](http://www.cccmilsonspoint.org)

---

## **Membership Policy**

The Chinese Christian Church Limited

ACN 000 499 883

A Company Limited by Guarantee

***Adopted by the Board of Elders on 30 March 2016.***

## **1 Purpose of this Membership Policy**

- (a) The purpose of this Policy is to provide clarity regarding how the Church will administer the Constitution in respect of membership.
- (b) This Policy is made subject to the Constitution, and to the extent that any of its provisions explicitly conflict with the Constitution, the Constitution prevails.
- (c) The Elders may amend this Policy as they think fit, in the best interests of the Church.

## **2 Membership**

### **2.1 Admission as a Member**

The Elders may admit any person as a Member if the person is eligible under Article V(1) of the Constitution and makes an application in accordance with clause 2.3.

### **2.2 Classes of membership**

Members may be admitted by the Board in the following categories:

- (a) Ordinary Member; and
- (b) Associate Member.

### **2.3 Membership process**

- (a) A person who is eligible to be a Member under Article V(1) of the Constitution may submit an application of membership which must be:
  - (i) nominated by one existing Member;
  - (ii) endorsed by the Minister or Pastor of the applicant's congregation;
  - (iii) in writing, signed by the applicant; and
  - (iv) in such form as the Elders may from time to time prescribe.
- (b) Each application for membership must be considered by the Elders within a reasonable time after the application is made.
- (c) When an applicant has been accepted or rejected for membership the Secretary must immediately notify the applicant of the decision of the Elders.
- (d) Should a member decide not to continue attending the Church, they should notify their Minister or Pastor and discuss the circumstances of their intentions to leave. If after discussions they still intend to leave then written notice must be given as mentioned in Section 4.1(b).

### **2.4 Elders' discretion to admit or refuse admission as a Member**

The Elders have the discretion to refuse any person admission as a Member without giving any reason for refusing.

### **2.5 Registration as Member**

If the Elders accept an application for membership, as soon as practicable, the Elders must register the name of the person in the Membership Roll.

## 2.6 Membership Roll

- (a) The Church must establish and maintain a Membership Roll. The Membership Roll must be kept by the Secretary and must contain:
- (i) for each current Member:
    - (A) name;
    - (B) address;
    - (C) any alternative address nominated by the Member for the service of notice;
    - (D) whether the Member is an Ordinary Member or an Associate Member;
    - (E) date the Member was entered on to the Membership Roll.
  - (ii) for each person who stopped being a Member in the last seven (7) years:
    - (A) name;
    - (B) address;
    - (C) any alternative address nominated by the Member for the service of notices;
    - (D) whether the Member was an Ordinary Member or an Associate Member;
    - (E) date the membership started and ended.
- (b) The Church must provide access to the Membership Roll in accordance with its legal obligations.

## 3 Associate Membership

### 3.1 Decision to transfer to Associate Membership

For the purpose of Article V(4) of the Constitution:

- (a) A period of 6 months will be considered to be a considerable period of time.
- (b) Prior to exercising a decision to remove a Member from Ordinary Membership and transfer to Associate Membership:
  - (i) the Elders are to endeavour to ascertain the Member's intention regarding ongoing Membership;
  - (ii) notify the Member in writing that it is proposed that the Member be transferred from being an Ordinary Member to an Associate Member unless the Member provides compelling reasons why this should not occur; and
  - (iii) the Elders must consider any reasons provided by the Member.

### 3.2 Rights of Associate Members

In addition to Article V(5) of the Constitution, an Associate Member has no rights to receive notices of General Meetings.

## 4 Ceasing to be a Member

### 4.1 Cessation of membership

A Member ceases to be a Member on:

- (a) death;

- (b) resignation by written notice to the Church having immediate effect or with effect from a specified date occurring not more than seven (7) days after the service of the notice; or
- (c) the passing of a resolution removing the Member pursuant to Article IX of the Constitution.

## **5 Complaints and grievances**

- (a) A Member may bring any complaint, grievance or concern relevant to the Church to the attention of an Elder who may address the complaint, grievance or concern as they think fit.
- (b) If a complaint, grievance or concern is brought to the attention of an Elder in writing, or is directed to the attention of the Board of Elders, the Elder must provide a copy to the Board of Elders for consideration.
- (c) Any complaint, grievance or concern must be treated with confidentiality by the Member and the Elders.

## **6 Inspection of records**

A Member (other than an Elder) does not have the right to inspect any document of the Church except as provided by law or authorised by the Elders.

## **7 Discipline**

For the purpose of Article IX of the Constitution, after any verbal attempts or steps made by a Minister or the Elders to consult with the Member and such other persons as determined to be appropriate in the circumstances, the following procedure applies prior to any decision to exhort, admonish, discipline or removal of a Member from membership:

- (a) The following matters must be put to the member in writing:
  - (i) the conduct that the member is alleged to have engaged in;
  - (ii) why the Elders consider that the conduct is against the teaching of the Bible or against the objects and doctrines of the Church;
  - (iii) the need for at least two people from the Board of Elders to meet with the member seeking repentance and provide a process of forgiveness and restoration; and
  - (iv) the proposed disciplinary action that is to be taken if the member is non- repentant.
- (b) The member must have a reasonable time in which to provide a response; and
- (c) The Elders must consider the response provided by the member before making a determination in the best interests of the Church.

## **8 Definitions and interpretation**

### **8.1 Definitions**

In this Membership Policy unless a contrary intention appears:

**Annual General Meeting** has the same meaning as the term 'AGM' in the Corporations Act.

**Associate Member** means a person admitted by the Board as a Member in the category specified in clause 1.3(b).

**Board of Elders** consists of Pastors, Ministers, Chairs of Diaconates and Elders.

**Church** means The Chinese Christian Church Limited being an Australian public company limited by guarantee established under the Corporations Act which bears the ACN 000 499 883.

**Constitution** means the Church's constitution as amended from time to time.

**Corporations Act** means the *Corporations Act 2001* (Cth).

**Deacon** means an individual holding office as a deacon of the Church, as defined by the Constitution.

**Elder** means an individual holding office as an elder of the Church and a director of the Church.

**Elders** means some or all of the Elders acting as a board.

**General Meeting** means a meeting of the Members of the Church and includes an Annual General Meeting.

**Member** means a person entered on the Membership Roll as a member of the Church.

**Membership Roll** means the register of Members.

**Minister** means a pastoral staff member of the Church, as defined by the Church's Employment Policy.

**Ordinary Member** means a person admitted by the Board as a Member in the category specified in clause 1.3(a).

**Pastor** means a pastoral staff member of the Church, as defined by the Church's Employment Policy.

**Policy** means this Membership Policy.

**Secretary** means an individual appointed as a secretary of the Church and includes an honorary secretary and where appropriate includes an acting secretary and an individual appointed by the Directors to perform all or any of the duties of a secretary of the Church.

**Statement of Faith** means the document set out in Schedule 1.

## **Schedule 1**

### **Statement of Faith**

The Church believes and maintains the following:

1. The unity of the Father, the Son and the Holy Spirit in the God-head.
2. The sovereignty of God in creation, revelation, redemption and final judgement.
3. The divine inspiration and infallibility of Holy Scripture, as originally given, and its supreme authority in all matters of faith and conduct.
4. The universal sinfulness and guilt of human nature since the Fall, rendering man subject to God's wrath and condemnation.
5. Redemption from the guilt, penalty and power of sin only through the sacrificial death (as our Representative and Substitute), of Jesus Christ, the Incarnate Son of God, who was conceived by the Holy Spirit and born of the Virgin Mary.
6. The physical resurrection of Jesus Christ from the dead and His ascension to the right hand of the throne of God the Father.
7. The necessity of the work of the Holy Spirit to make the death of Christ effective to the individual sinner, granting him repentance toward God and faith in Jesus Christ.
8. The indwelling and the work of the Holy Spirit in the believer.
9. The one holy universal church, which is the Body of Christ, and to which all true believers belong.
10. The expectation of the personal return of the Lord Jesus Christ.