

[REDACTED]

**Rodgers L (Lynne)**

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**From:** Rodgers L (Lynne) on behalf of NRS : Marriage Mailbox  
**Sent:** 10 January 2018 12:17  
**To:** [REDACTED]  
**Subject:** RE: FTAO Russell Stewart - Re Change of Address

Dear [REDACTED]

Thank you for your e-mail and good wishes.

Russell is on leave at the moment and we are extremely busy. However, I will arrange for our records to be updated accordingly as soon as time and priorities allow.

Kind regards

Lynne

✓ RS 22/1/18

**From:** [REDACTED]  
**Sent:** 09 January 2018 15:55  
**To:** NRS : Marriage Mailbox  
**Subject:** FTAO Russell Stewart - Re Change of Address

Hi Russell

Happy New Year! Hope you had a lovely festive break, and all is well with you.

My [REDACTED] and [REDACTED] have recently moved so I'm emailing to let you know our updated information for your records.

In case there are different records to change, we are both Ministers with One Spirit Interfaith Seminary, and are both on the Register of Approved Celebrants for opposite sex marriage, same sex marriage and same sex civil partnership.

We are -

[REDACTED]

Our new address is -

[REDACTED]

No landline at present.

Mobiles haven't changed and are the same as below.

Would you be kind enough to acknowledge safe receipt of this email please, and also let me know please you require anything else from me/us to update our records.

I hope you'll have a fantastic 2018 and that the year has gotten off to a great start for you and yours.

Warmest blessings, [REDACTED]

[REDACTED]

[REDACTED]

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**Rodgers L (Lynne)**

**From:** Rodgers L (Lynne) on behalf of NRS : Marriage Mailbox  
**Sent:** 21 February 2018 08:43  
**To:** 'Fort William Registrars'  
**Subject:** RE: [REDACTED]

Hello [REDACTED]

[REDACTED] is a Minister with One Spirit Interfaith Seminary (Code 818) and has to apply to us for a temporary authorisation on each occasion [REDACTED] is asked to conduct a marriage ceremony. To date [REDACTED] has no application pending.

The One Spirit Interfaith Seminary opted in to allow its celebrants to conduct same sex marriages and belief civil partnerships. Therefore [REDACTED] can be authorised to conduct same sex weddings.

[REDACTED] hope that my reply is helpful.

Kind regards

Lynne

**From:** [REDACTED] On Behalf Of Fort William Registrars  
**Sent:** 20 February 2018 14:47  
**To:** NRS : Marriage Mailbox  
**Subject:** [REDACTED]

Hi  
Can you please advise if [REDACTED] (One Spirit Interfaith Foundation), has an application pending for Celebrant Authorisation and if [REDACTED] has would this include same sex marriages?  
Regards

[REDACTED]  
Assistant Registrar

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**Stewart R (Russell)**

**From:** Stewart R (Russell) on behalf of NRS : Marriage Mailbox  
**Sent:** 24 July 2018 08:06  
**To:** [REDACTED]  
**Subject:** RE: Change of Address

Good Morning

Thank you for your email.

I will amend our records to show your new address.

Yours faithfully

Russell Stewart  
Casework Administrator

Rm 38, Marriage Section  
National Records of Scotland  
New Register House  
Edinburgh  
EH1 3YT

**From:** [REDACTED]  
**Sent:** 23 July 2018 20:10  
**To:** NRS : Marriage Mailbox  
**Subject:** Change of Address

Dear Sir/Madam,

[REDACTED] - ONESPIRIT INTERFAITH MINISTER - R103/1/174

I wish to notify you of a change of address as of now. The previous address was :-

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

New address:-

[REDACTED]  
[REDACTED]  
[REDACTED]

I am still holding weddings in Argyll as I still have family there and visit the area.

**Rodgers L (Lynne)**

**From:** Rodgers L (Lynne) on behalf of NRS : Marriage Mailbox  
**Sent:** 25 January 2019 10:04  
**To:** [REDACTED]  
**Subject:** RE: [REDACTED]

Hello [REDACTED]

[REDACTED], Minister, One Spirit Interfaith Seminary, has to apply to us for a temporary authorisation on each occasion [REDACTED] is asked to conduct a wedding as [REDACTED] resides in England.

To date we have not received [REDACTED] request in respect of the wedding on 2 March.

Kind regards

Lynne

**From:** [REDACTED]  
**Sent:** 24 January 2019 15:58  
**To:** NRS : Marriage Mailbox <marriage@nrscotland.gov.uk>  
**Subject:** [REDACTED]

Hi

Just checking the above person as [REDACTED] is not listed on the Celebrants list under [REDACTED] with the One Spirit Interfaith Seminary

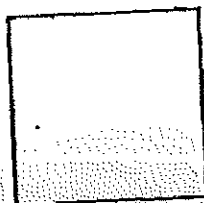
[REDACTED] is conducting a wedding in [REDACTED] on the 2<sup>nd</sup> March

Regards

[REDACTED]  
Registrar

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Stirling Council.





**OneSpirit  
Interfaith Foundation**

16/2/19

Education Support & Executive Assistant  
OneSpirit Interfaith Foundation

0330 120 1996 (option 2)  
www.interfaithfoundation.org

13 February 2019

The Registrar General  
General Register Office for Scotland  
Marriage Section  
New Register House  
EDINBURGH EH1 3YT

Dear Registrar General

**AUTHORISATION OF A MINISTER FROM USA**

OneSpirit Interfaith Foundation has been training ministers and celebrants in the UK since 1996, and our ministers have been authorised to hold legal weddings in Scotland since 2004.

An interfaith minister who trained with One Spirit Learning Alliance, our sister organisation in New York, has relocated to Scotland, and has asked whether it is possible to be authorised to hold legal ceremonies here.

We have confirmed with One Spirit Learning Alliance that the individual has completed their training, has been ordained and that they would be willing to provide letters of personal support and recommendation. This minister was also authorised by City Hall in New York to hold legal weddings.

In line with our normal process we would request the following:

- that the minister becomes a member of our ministers' professional body, has professional indemnity insurance, receives regular supervision, and is committed to ongoing Continuing Professional Development;
- that the minister completes our CPD module – legal marriage in Scotland, run by Jane Patmore, so that they understand the process and responsibilities of holding legal ceremonies;
- that they should shadow interfaith ministers who are experienced in holding legal weddings in Scotland, and that they are appropriately supported during the process of their first ceremony.

If the minister completed these steps, and we provided two letters of support, would you consider giving them authorisation as an Interfaith Minister associated to OneSpirit Interfaith Foundation in UK? Obviously this could not be completed until the minister has actually been asked to hold a legal ceremony, but we would be grateful for your opinion and advice in advance.

If you require any further information, please do let me know.

Yours sincerely



Education Support & Executive Assistant



New Register House  
3 West Register Street  
Edinburgh  
EH1 3YT

(0131) 314 4434

February 19, 2019

Dear [REDACTED]

As part of its ongoing programme of work on the solemnisation of marriage and registration of civil partnership, National Records of Scotland (NRS) is undertaking an audit. This audit relates to celebrants who have been authorised by the Registrar General to solemnise marriages or register civil partnerships on the nomination of a belief body. The purpose of the audit is to ensure that nominating bodies continue to conform to the statutory definition of a belief body. I am therefore writing to you to seek information that will enable the Registrar General to determine this issue.

The statutory definition of a belief body is "an organised group of people ... the principal object (or one of the principal objects) of which is to uphold or promote philosophical beliefs and which meets regularly for that purpose". When OneSpirit Interfaith Seminary was originally required to satisfy the Registrar General that it was a belief body, the information requested in relation to that requirement included the following:

- A copy of OSIF's constitution or statement of faith, containing the aims and beliefs of the group together with details on the appointment of office bearers
- The number of members, both locally and within the UK (if applicable)
- Details of how often OSIF met to uphold and promote philosophical beliefs, such as calendars of events, minutes of meetings and so on, as well as details of how members are given notice of these meetings
- Information about the form of marriage ceremony to be used, where appropriate.

For the purpose of this audit, I would therefore ask you to respond within 28 days of the date of this letter, enclosing updated information and materials in regard to:

- Details of current office bearers (including any recent or proposed changes to membership of those offices)
- Current membership numbers, as at the end of 2018
- Details of meetings held since the start of 2018 to uphold and promote the body's philosophical beliefs. In relation to each meeting, information provided should include date, venue and the usual means by which members were given notice of the meeting
- A copy of your current form of marriage ceremony.



National  
Records of  
Scotland

I would be happy to talk through any aspect of this request, and can be contacted on the details above.

Yours

**ROD BURNS**  
Deputy Registrar General





**OneSpirit**  
Interfaith Foundation

Director of Education  
OneSpirit Interfaith Foundation

0333 332 1996 (option 2)  
www.interfaithfoundation.org

26 March 2019

Mr R Burns  
Deputy Registrar General  
National Records of Scotland  
New Register House  
3 West Register Street  
EDINBURGH EH1 3YT

Dear Mr Burns

Further to your letter of 19 February 2019 to my colleague, [REDACTED] regarding the authorised celebrants audit that the NRS is undertaking, please find our responses to the queries raised below:

**About us:**

OneSpirit Interfaith Foundation uses the term Interfaith to mean that our ministers would create and hold a ceremony for a couple of any faith / belief, or of mixed beliefs, or of no faith. We do not impose our beliefs on the couple getting married, rather we respect and accept their traditions and create and hold the ceremony according to their wishes and beliefs. Our two-year training programme supports our ministers in their understanding of different belief systems, and in creating ceremony which reflects that diversity. To further support this, our ministers also abide by their ordination vows and our Code of Ethics, copies of which are enclosed for your information.

We have the greatest respect for all religious, spiritual, moral and philosophical paths, and for humanity and nature. We often hold ceremonies for couples who hold different or opposing beliefs. We offer flexibility in how this is accomplished believing that couples have the right to celebrate their union without restriction, and in a way that is important and meaningful to each of the individuals getting married.

Couples are free to choose their own personal marriage vows (in addition to the legal minimum), together with readings and music, prayers and blessings from any source.

We do not exclude people in any way on the basis of religious or moral belief, race or nationality, gender or sexuality, state of health or finance, age or any other distinction.

Since 2005, when OneSpirit ministers were authorised to hold legal marriage ceremonies, much has changed. As an organisation we have strived to update our systems and processes to reflect this, and a copy of our strategy is attached for information:

- we have introduced tighter systems for the authorisation of new celebrants / ministers who wish to hold legal weddings in Scotland

continued/2....

.....2/continued

- we have developed a CPD module to cover the topic of holding legal weddings in Scotland
- we have appointed an associate tutor (Jane Patmore) to co-ordinate our work in this area
- we have encouraged support systems for ministers / celebrants in Scotland

**Post-ordination training:**

All OneSpirit Ministers have completed a two-year training programme which covers the major spiritual, faith, belief and philosophical ideologies, and which trains individuals in creating ceremony, and in spiritual / belief-based counselling.

In order for OneSpirit to support a minister to hold a legal ceremony in Scotland, there are additional requirements as follows:

- have completed our CPD module 'holding legal weddings in Scotland'
- have shadowed an experienced celebrant
- be registered member of our professional body (ROSIM)
- have personal and professional indemnity insurance
- make a commitment to regular supervision which is relevant to their area of practice
- undertake regular professional development (CPD) relevant to their area of practice

**Current office bearers:**

We are a registered educational charity and accordingly have a board of trustees who oversee the governance of our organisation - there are currently 5 trustees:

Rev Antoinette Doocey (chair)  
Rev Sylvia Robertson  
Rev Treacy O'Connor  
Rev Susan Mashkes  
Rev Peter Fairbrother

A copy of our Articles are attached for your information.

We also have paid staff who hold responsibility for the day to day operation of the organisation and the education and training programmes, and our faculty team who hold responsibility for the delivery of our training programme:

Rev Jackie Amos Wilkinson - Director of Education  
Alan Briscoe - Director of Operations and Company Secretary

There are currently two in our nominator team which supports the request of OneSpirit ministers for temporary wedding licences in Scotland:

Rev Lindsay Jarrett - Education Support & Executive Assistant  
Rev Jane Patmore - Associate Tutor & Scotland Representative

**Potential Changes to Office Bearers**

There is a proposed change to our nominator team. As part of our on-going development in this area we intend to separate the roles of CPD tutor / advisor, and the role of signatory / authorisation for new celebrants which Jane Patmore currently holds.

The role of second signatory will be undertaken by Rev Peter Fairbrother who is one of our Ordinands and a current trustee, and who is also minister at St Mark's Unitarian Church, Edinburgh. This role will change during 2019 and we will inform you when the change takes place and request an update to the process.

continued/3.....

.....3/continued

**Current membership numbers at the end of 2018:**

Currently in the UK and Ireland nearly 800 ministers have been ordained and 46 of those are resident in Scotland.

We do not require the public to become members as we hold wedding ceremonies for a couple of any faith / belief, or of mixed beliefs, or of no faith. We do not impose our beliefs on the couple getting married, rather we respect and accept their traditions and create and hold the ceremony according to their wishes and beliefs.

**Meetings held:**

Various meetings are held throughout the year where our ministers can meet and be in community. These are either advertised in our community newsletter or on our website, or smaller groups are arranged by email:

- Trustee meetings are held quarterly
- Staff meetings are held weekly
- Our annual ordination ceremony, celebrating the completion of our students training as a minister, is also open to the public
- CPD training events are held throughout the year
- Many ministers attend their local ministers meeting groups, some monthly, some quarterly – all arranged by the individual group of ministers in various parts of the country.
- Our universal worship service 'OneLight' takes place in London once a month
- Individual ministers have their own groups and ways of staying in community
- We have an on-line minister network that keeps individual ministers and groups abreast of each other and what is happening in other parts of the country
- OneSpirit accredited supervisors meet face to face once a year and have two online meetings a year

**Our marriage ceremonies:**

The detail of the ceremony is decided by the celebrant. But the form of ceremony if it is an opposite sex marriage must include, and must be in no way inconsistent with:

- a declaration by the parties, in the presence of each other, the celebrant and two witnesses, that they either accept each other as husband and wife or accept each other in marriage or make both declarations; and
- a declaration by the celebrant, after the foregoing declaration, that the parties are then husband and wife or are then married, or make both declarations.

The form of ceremony if it is a same sex marriage must include, and must in no way be inconsistent with:

- a declaration by the parties, in the presence of each other, the celebrant and two witnesses, that they accept each other in marriage; and
- a declaration by the celebrant, after the foregoing declaration, that the parties are then married.

If you require any further information or clarity on any of our responses, then please do let me know.

Yours sincerely

  
  
**Director of Education**

Encs: Strategy Document/Code of Ethics /Ordination Vows/ Articles

**ONESPIRIT INTERFAITH FOUNDATION**  
Company number 04432622

**Written Resolution of the members of ONESPIRIT INTERFAITH  
FOUNDATION**  
**AGREED on 10<sup>th</sup> May 2018**

**Special Resolution - Amendment of Articles**

THAT the regulations contained in the printed document [marked 'B'] attached and, for the purpose of identification signed by the secretary, hereof be approved and adopted as the articles of association of the company in substitution for and to the exclusion of all the existing articles thereof.

Certified as a true and complete copy of the resolution passed



SATURDAY



A12 \*A78Q0BJT\* #256  
23/05/2018  
COMPANIES HOUSE

3

**Companies Acts 2006**

**Company limited by guarantee**

**ARTICLES OF ASSOCIATION OF ONESPIRIT INTERFAITH FOUNDATION  
Adopted by a special resolution on 10<sup>TH</sup> MAY 2018**

1. The Charity's objects ("the Objects") are to benefit the public by the education of mature adults in the core principles of the world's religions, faiths and spiritual traditions; principles and methods of forgiveness, reconciliation and peace-making; and the practice of non-denominational spiritual and pastoral service in the community.
2. In furtherance of the Objects but not otherwise the charity may exercise the following powers:
  - 2.1. To draw, make, accept, endorse, discount, execute and issue promissory notes, bills, cheques and other instruments, and to operate bank accounts in the name of the Charity;
  - 2.2. To raise funds and to invite and receive contributions: provided that in raising funds, the Charity shall not undertake any substantial permanent trading activities and shall conform to any relevant statutory regulations;
  - 2.3. To acquire, alter, improve and (subject to such consents as may be required by law) to change or otherwise dispose of property;
  - 2.4. Subject to clause 3 below to employ such staff, who shall not be directors of the Charity (hereinafter referred to as "the trustees"), as are necessary for the proper pursuit of the Objects and to make all reasonable and necessary provision for the payments of pensions and superannuation to staff and their dependants;
  - 2.5. To establish or support any charity trusts, associations or institutions formed for all or any of the Objects;
  - 2.6. To co-operate with other charities, voluntary bodies and statutory authorities operating in furtherance of the Objects or similar charitable purposes and to exchange information and advice with them;
  - 2.7. To pay out of the funds of the Charity the costs, the charges and expenses of, and incidental to, the formation and registration of the Charity;
  - 2.8. To do all such other lawful things as are necessary for the achievement of the Objects.
3. The income and property of the charity shall be applied solely towards the

promotion of the Objects and no part shall be paid or transferred, directly or indirectly, by way of dividend, bonus or otherwise by way of profit, to members of the Charity, and no trustee shall be appointed to any office of the Charity paid by salary or fees or receive any remuneration or other benefit in money or money's worth from the Charity. Provided that nothing in this document shall prevent any payments in good faith by the Charity:

3.1. of reasonable charges to any trustee who possesses specialist skills or knowledge required by the Charity for its proper administration, for work done by the trustee or his or her firm when instructed by Charity to act on its behalf. Provided that:

3.1.1. at no time shall a majority of the trustees benefit under this provision; and

3.1.2. a trustee shall withdraw from any meeting whilst his or her own instruction or remuneration, or that of his or her firm, is being discussed;

3.2. of reasonable and proper remuneration for any services rendered to the Charity by any member, officer or servant of the Charity who is not a trustee;

3.3. of interest on any money lent by any member of the Charity or trustee at a reasonable and proper rate per annum not exceeding 2 per cent less than the published base lending rate of a clearing bank selected by the trustees;

3.4. of fees; remuneration or other benefit in money or money's worth to any company of which a trustee may also be a member holding not more than 1/100th part of the issued capital of the company;

3.5. of reasonable and proper rent for premises demised or let by any member of the company or a trustee;

3.6. to any trustee of reasonable out-of-pocket expenses.

4. The liability of the members is limited.

5. Every member of the Charity undertakes to contribute such amount as may be required (not exceeding £10) to the Charity's assets if it should be wound up while he or she is a member or within one year after he or she ceases to be a member, for payment of the Charity's debts and liabilities contracted before he or she ceases to be a member, and of the costs, charges and expenses of winding up, and for the rights of the contributories amongst themselves.

6. If the Charity is wound up or dissolved and after all its debts and liabilities have been satisfied there remains any property it shall not be paid to or distributed among the members of the Charity, but shall be given or transferred to some other charity or charities having objects similar to the

Objects which prohibits the distribution of its or their income and property to an extent at least as great as is imposed on the Charity by Clause 3 above, chosen by the members of the Charity at or before the dissolution and if that cannot be done then to some other charitable object.

## **7. Membership**

**7.1. The Charity must maintain a register of members.**

**7.2. The subscribers to the Memorandum are the first members of the Charity.**

**7.3. Each Trustee shall, on appointment as a Trustee, become a Member of the Charity. The Board may appoint and remove as Members of the Charity such number of other persons as it shall see fit.**

**7.4. With the exception of the Trustees of the Charity no person shall be admitted as a member unless he or she:**

**7.4.1. applies to the Charity in the form required by the Board;**

**7.4.2. is approved by the Board, and**

**7.4.3. signs the register of members or consents in writing to become a member either personally or (in the case of an organisation) through an authorised representative.**

**7.5. The Board may establish different classes of membership (including informal membership), prescribe their respective privileges and duties and set the amounts of any subscriptions.**

**7.6. Membership is terminated if the member concerned:**

**7.6.1. gives written notice of resignation to the Charity;**

**7.6.2. dies or (in the case of an organisation) ceases to exist;**

**7.6.3. is more than six months in arrears in paying the relevant subscription, if any (but in such a case the member may be reinstated on payment of the amount due);**

**7.6.4. having been appointed in his or her capacity as a Trustee, ceases to be a Trustee for any reason; or**

**7.6.5. is removed from membership by resolution of the Board.**

**7.7. Membership of the Charity is not transferable.**

## **8. General Meetings**

**8.1. Members are entitled to attend general meetings either personally or**

(in the case of a member organisation) by an authorised representative or by proxy. Proxy forms must be delivered to the Secretary at least 48 hours before the meeting. General meetings are called on at least 14 clear days' written notice specifying the business to be discussed.

8.2. There is a quorum at a general meeting if the number of members or authorised representatives personally present in person or by proxy is at least three or one third of the members, if greater, unless the charity has a sole member, in which case one member shall form the quorum.

8.3. If the quorum is not present within half an hour from the time appointed for the meeting, or if during the meeting a quorum ceases to be present, the meeting shall stand adjourned to the same day in the next week at the same time and place or to such time and place as the trustees may determine.

8.4. The Chairperson or (if the Chairperson is unable or unwilling to do so) some other member elected by those present presides at a general meeting.

8.5. Except where otherwise provided by the Articles or the Companies Act, every issue is decided by a majority of the votes cast.

8.6. Except for the chairperson of the meeting, who has a second or casting vote, every member present in person or through an authorised representative or by proxy has one vote on each issue.

8.7. A written resolution signed in accordance with the Companies Act is as valid as a resolution actually passed at a general meeting. For this purpose the written resolution may be set out in more than one document and will be treated as passed on the date of the last signature.

8.8. A general meeting may be called at any time by the Board and must be called within 28 clear days on a written request from members in accordance with the Companies Act.

## 9. The Board

9.1. The Board has control of the Charity and its property and funds and its members are the charity trustees. It may exercise all of the powers of the Charity. No alteration of the memorandum or the articles and no such direction shall invalidate any prior act of the trustees which would have been valid if that alteration had not been made or that direction had not been given. The powers given by the articles shall not be limited by any special power given to the trustees by the articles and a meeting of the trustees at which a quorum is present may exercise all of the powers exercisable by the trustees.

9.2. The Board will consist of at least three individuals.



9.3. The first Trustees shall be those persons notified to Companies House as the first directors of the Charity.

9.4. The Trustees shall be appointed by the Board, and the Board shall determine whatever procedures it thinks fit for the appointment, and terms of office, of Trustees.

9.5. A Trustee's term of office automatically terminates if he or she:

9.5.1. is disqualified under the Charities Act from acting as a charity trustee;

9.5.2. is incapable, whether mentally or physically, of managing his or her own affairs;

9.5.3. is absent without notice from three consecutive meetings of the Board unless a resolution is passed by the Board allowing the Trustee to remain in office;

9.5.4. resigns by written notice to the Board;

9.5.5. is removed by resolution of the members present and voting at a general meeting after the meeting has invited the views of the Trustee concerned and considered the matter in the light of any such views;

9.6. The Board may at any time co-opt any individual who is qualified to be appointed as a Trustee to fill a vacancy in their number or as an additional Trustee.

9.7. A technical defect in the appointment of a Trustee of which the Board is unaware at the time does not invalidate decisions taken at a meeting.

## 10. Board proceedings

10.1. The Board must hold at least two meetings each year and may hold such other meetings as are required. A meeting may be convened by either the Chairperson, the Secretary or any two Trustees.

10.2. A quorum at a meeting of the Board may be fixed by the Trustees but may not be less than one third of Trustees, or three, whichever is the greater. If at any time the number of Trustees shall fall below the number required for a quorum the Board may act only for the purpose of appointing additional Trustees or convening a general meeting.

10.3. A meeting of the Board may be held either in person or by suitable electronic means agreed by the Board in which all participants may communicate with all the other participants.

10.4. The Chairperson or (if the Chairperson is unable or unwilling to do so) some other Trustee chosen by the Trustees present presides at each meeting.

10.5. Subject to 10.6, every issue may be determined by a simple majority of the votes cast at a meeting, but a written resolution agreed by a majority of the Trustees is as valid as a resolution passed at a meeting, provided all Trustees have received notification of the resolution. For this purpose, the resolution may be contained in more than one document and will be treated as passed on the date that the agreement of the majority of Trustees is received.

10.6. Except for the chairperson of the meeting, who has a second or casting vote, every Trustee has one vote on each issue.

10.7. A procedural defect of which the Board are unaware at the time does not invalidate decisions taken at a meeting.

#### 11. Board powers

11.1. In addition to all powers hereby expressly conferred upon it, and without detracting from the generality of its powers under the Articles the Board has the following powers in the administration of the Charity:

11.1.1. To expend the funds of the Charity in such manner as they shall consider most beneficial for the achievement of the objects and to invest in the name of the Charity such part of the funds as they may see fit and to direct the sale or transportation of any such investments and to expend the proceeds of any such sale in furtherance of the objects of the charity.

11.1.2. To enter into contracts on behalf of the charity.

11.1.3. To appoint (and remove) any person (who may be a Trustee) to act as Secretary in accordance with the Companies Act.

11.1.4. To appoint (and remove) a Chairperson from amongst their number and appoint (and remove) a Treasurer and other honorary officers who may or may not be trustees.

11.1.5. To delegate any of its functions to committees consisting of two or more individuals appointed by it. At least one member of every committee must be a Trustee and all proceedings of committees must be reported promptly to the Board.

11.1.6. To make standing orders consistent with the Articles and the Companies Act to govern proceedings at general meetings and to prescribe a form of proxy.

11.1.7. To make rules consistent with the Articles and the Companies Act to govern their proceedings and proceedings of committees.

11.1.8. To make regulations consistent with the Articles and the Companies Act to govern the administration of the Charity and the use of its seal (if any).

11.1.9. To establish procedures to assist the resolution of disputes or differences within the Charity.

11.1.10. To exercise any powers of the Charity which are not reserved to a general meeting.

## 12. Records and Accounts

12.1. The Board must comply with the requirements of the Companies Act and of the Charities Act as to keeping financial records, the audit of accounts and the preparation and transmission to the Registrar of Companies and the Commission of:

12.1.1. annual returns / confirmation statements;

12.1.2. annual reports; and

12.1.3. annual statements of account.

12.2. The Board must keep proper records of:

12.2.1. all proceedings at general meetings;

12.2.2. all proceedings at meetings of the Board;

12.2.3. all reports of committees; and

12.2.4. all professional advice obtained.

12.3. Accounting records relating to the Charity must be made available for inspection by any Trustee at any time during normal office hours and may be made available for inspection by members who are not Trustees if the Board so decide.

12.4. A copy of the Charity's latest available statement of account must be supplied on request to any Trustee or member. A copy must also be supplied, within two months, to any other person who makes a written request and pays the Charity's reasonable costs.

## 13. Notices

13.1. Notices under the Articles may be sent by hand, by post or by suitable electronic means including posting on a website (having also given notice of availability) in accordance with the Companies Act or (where applicable to members generally) may be published in any suitable journal or national newspaper circulating in area of benefit or

any journal distributed by the Charity.

13.2. The only address at which a member is entitled to receive notices sent by post is an address in the U.K. shown in the register of members.

13.3. Any notice given in accordance with these Articles is to be treated for all purposes as having been received:

13.3.1. 24 hours after being sent by electronic means including posting on a website or delivered by hand to the relevant address;

13.3.2. two clear days after being sent by first class post to that address;

13.3.3. three clear days after being sent by second class or overseas post to that address;

13.3.4. on the date of publication of a newspaper containing the notice;

13.3.5. on being handed to the member (or, in the case of a member organisation, its authorised representative) personally; or, if earlier;

13.3.6. as soon as the member acknowledges actual receipt.

13.4. A technical defect in the giving of notice of which the Board is unaware at the time does not invalidate decisions taken at a meeting.

#### 14. Indemnity

14.1. Subject to the provision of the Act every trustee or other officer or auditor of the Charity shall be indemnified out of the assets of the Charity against any liability incurred by him in that capacity in defending any proceedings, whether civil or criminal, in which judgement is given in his favour or in which he is acquitted or in connection with any application in which relief is granted to him by the court from liability for negligence, default, breach of duty or breach of trust in relation to the affairs of the Charity.

#### 15. Interpretation

15.1. In the Articles, unless the context indicates another meaning:

15.1.1. 'the Articles' means the Charity's articles of association;

15.1.2. 'authorised representative' means an individual who is authorised by a member organisation to act on its behalf at meetings of the Charity and whose name is given to the Secretary;

- 15.1.3. 'Board' means the Board of Directors and the trustees, of the Charity;
- 15.1.4. 'Chairperson' means the chairperson of the Trustees;
- 15.1.5. 'the Charity' means the company governed by the Articles;
- 15.1.6. 'the Charities Act' means the Charities Act 2011;
- 15.1.7. 'charity trustee' has the meaning prescribed by the Charities Act;
- 15.1.8. 'Charitable' means charitable in accordance with the law of England and Wales provided that it will not include any purpose which is not charitable in accordance with section 7 of the Charities and Trustee Investment (Scotland) Act 2005;
- 15.1.9. 'the Commission' means the Charity Commissioners for England and Wales;
- 15.1.10. 'the Companies Act' means the Companies Act 2006;
- 15.1.11. 'firm' includes a limited liability partnership;
- 15.1.12. 'indemnity insurance' means insurance against personal liability incurred by any Trustee for an act or omission which is or is alleged to be a breach of trust or breach of duty, unless the Trustee concerned knew that, or was reckless whether, the act or omission was a breach of trust or breach of duty;
- 15.1.13. 'informal membership' refers to a supporter who may be called a 'member' but is not a company member of the Charity;
- 15.1.14. 'member' and 'membership' refer to company membership of the Charity;
- 15.1.15. 'month' means calendar month;
- 15.1.16. 'the Objects' means the Objects of the Charity as defined in clause 1;
- 15.1.17. 'Secretary' means the company secretary of the Charity;
- 15.1.18. 'Trustee' means a director of the Charity and 'Trustees' means the directors;
- 15.1.19. 'written' or 'in writing' refers to a legible document on paper including a fax message or an electronic communication in accordance with the meaning given in the Companies Act;
- 15.1.20. 'year' means calendar year.

**15.2. Expressions defined in the Companies Act have the same meaning.**

**15.3. References to an Act of Parliament are to that Act as amended or re-enacted from time to time and to any subordinate legislation made under it.**

**15.4. Statutory model articles for a company limited by guarantee are hereby excluded from these Articles.**

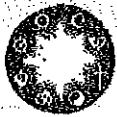
**15.5. For the avoidance of doubt, the system of law governing the constitution of the charity is the law of England and Wales.**



## OneSpirit's Code of Ethics

To promote integrity in our training and practice, the staff, students and ministers of OneSpirit commit ourselves to these precepts:

- 1 **Remembering our unity, honouring our uniqueness.** We aim to keep our hearts and minds open to everyone, celebrating difference but not separation. We refuse to marginalise people on the basis of age, disability, state of health, race, gender, nationality, religion, sexuality, economic status or any other distinction.
- 2 **Walking our talk.** We understand the importance of practising what we preach, and agree to uphold the ethical and practical principles of the spiritual path we follow. We recognise that all paths emphasise the importance of honesty, respecting self and others, non-stealing and non-harming.
- 3 **Celebrating honesty.** Knowing that truthfulness brings freedom, we aim to cultivate conscious and clean communication. We aim to speak and listen as truly as we can, being mindful that our words are kind, true and useful.
- 4 **Protecting clarity.** Since we value purity of awareness, we support each other in exercising maturity over the ingestion of intoxicants or mind-altering substances.
- 5 **Honouring physical boundaries.** In order to create safe space for the opening of our hearts and minds, we aim to be sensitive and respectful in expressing physical affection. Mindful of the power our position as teacher, counsellor or minister may bring, we undertake to refuse absolutely sexual relationships with our students or clients.
- 6 **Representing ourselves accurately.** Since we strive for integrity, we understand the importance of not misleading others about the services we can offer, and not exaggerating our professional achievements. Further, we commit ourselves to open and just dealings in all of our financial transactions.
- 7 **Maintaining confidentiality.** We honour the sacred trust between a spiritual counsellor and a client, and between a minister and the community served, and promise to hold any personal information in confidence within the law. The same applies to our group settings, so that a safe space is created for heartfelt sharing.
- 8 **Valuing support and supervision.** We acknowledge the need for supervision and guidance beyond our years of study with OneSpirit. We commit to regular supervision of our spiritual counselling work.
- 9 **Committed to continued awakening.** We understand that our spiritual unfolding is an ongoing process, and dedicate ourselves to continually deepening our personal spiritual practice, that our service may be grounded in an authentic and evolving spiritual life.
- 10 **Safeguarding the whole.** We commit, where necessary, to lovingly call to attention, either one-to-one or through our peer group, any issue that may place another in danger or compromise the good reputation of interfaith ministers, however difficult this may seem.



## Ordination Vows

These are the vows that ordinands are asked to respond to as part of the ordination ceremony each year.

Presiding faculty: The beauty of the symbolic meaning of Ordination is that it honours the truth that each person is capable of making deeply significant contributions to the lives of others, not only through their profession, but through their way of being in the world

Ordinands, please stand to make your vows of commitment.  
(Ordinands stand)

Please respond with 'I will' after each question -

**Will you be inclusive, serving without discriminating on the basis of race, age, gender, religious affiliation, ethnic background, economic status, sexual orientation or any other distinction?**

Ordinands I will

Presiding faculty **Will you continue to deepen in your own spiritual practice, that the service you offer others may always be grounded in the integrity of an authentic and evolving spiritual life?**

Ordinands I will

Presiding faculty **Will you fulfil, to the best of your ability, the personal vow you took on retreat?**

Ordinands I will

Presiding faculty **Will you abide by the Interfaith Foundation's code of ethics?**

Ordinands I will

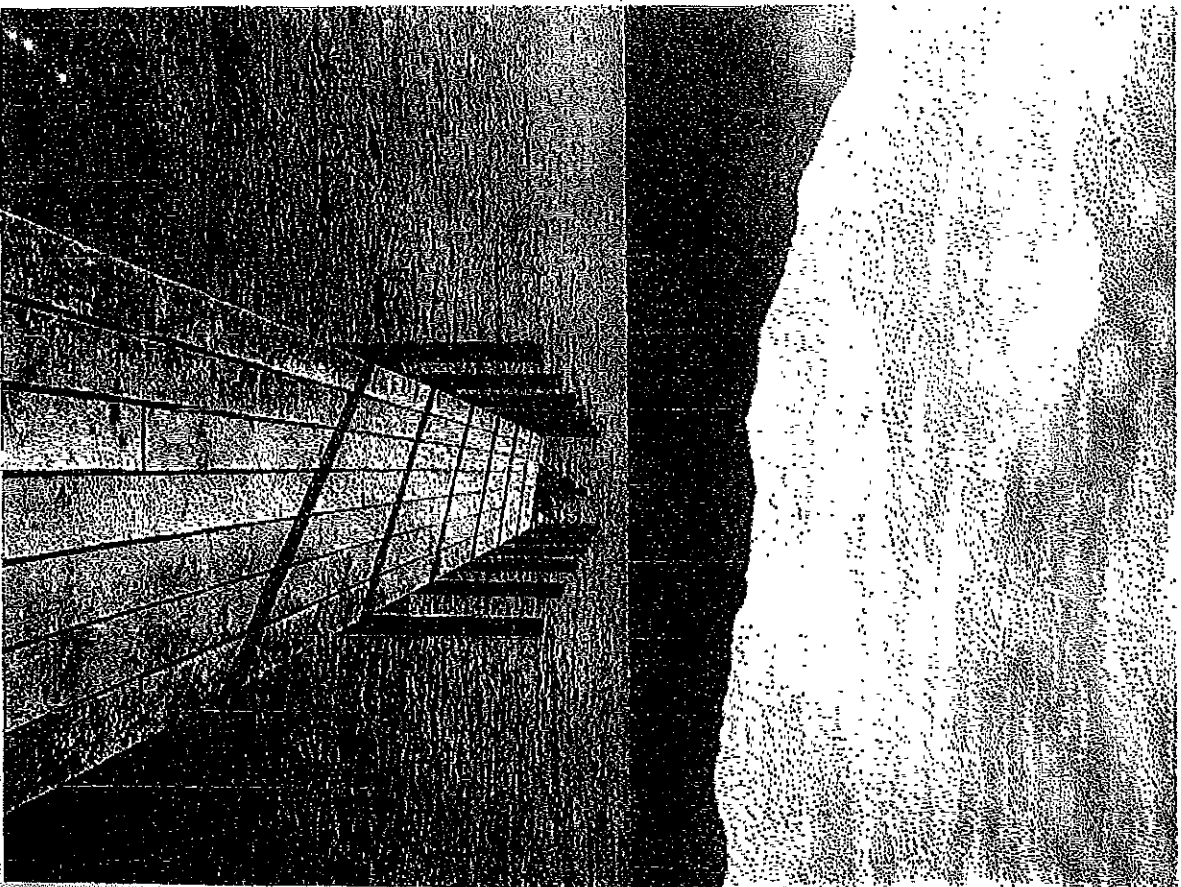
The presiding faculty will then invite ordained OneSpirit ministers present and congregation to offer vows of support to the new ordinands.





**Orespirit**  
Interfaith Foundation

# Our Strategic Plan 2018 - 2022



## Welcome

OneSpirit Interfaith Foundation exists to contribute towards the evolution of consciousness amongst humanity and deepen the expression of love, compassion and respect for self and others.

We do this through providing training that explores the common sacred truths at the heart of the world's religions, faiths and spiritual traditions, learning how to nurture our innate capacity for making peace with our experience of the world, and to use these insights and skills in developing inner leadership. Those who undertake our training do so for very different reasons, with some expressing their ministry through public service while for others it is a more personal, private journey. We believe all are agents of change, causing a ripple effect in consciousness through the myriad ways they devote themselves to honouring their own connection to spirit.

Over the last 21 years we have trained over 650 ministers who have taken their unique insights and skills out into their communities, making a positive difference to the world they live in. It is from this strong foundation that we wish to grow, with appreciation and gratitude for all those that have contributed to this organisation's remarkable success so far. The scale of the challenges facing humanity are unprecedented. Climate change and environmental pressures threaten the natural world. Inequalities of wealth, health and power are being exposed, the rise of populism and fake news signal hardening attitudes and divisions within society, and closer to home certainties are rocked as Brexit looms closer and people wonder what the future holds. Now, as much as ever before, the world needs open-hearted people of wisdom who feel equipped to speak their truth and offer their vision for a world that can be different.

Our response to these challenges is set out in this strategic plan for the next four years. We will explore how to deepen, broaden and extend the range of training we offer with a view to increasing both access and opportunity to specialise. We will focus our energies and our resources on providing training to as many people as we can, and increasing our reach so that more people become aware of what we offer. We know that none of this will be possible without the support of our graduate ministers, and so this strategy recognises the importance of building on this relationship and developing the part we play in increasing the standing of our graduates and OneSpirit interfaith ministry.

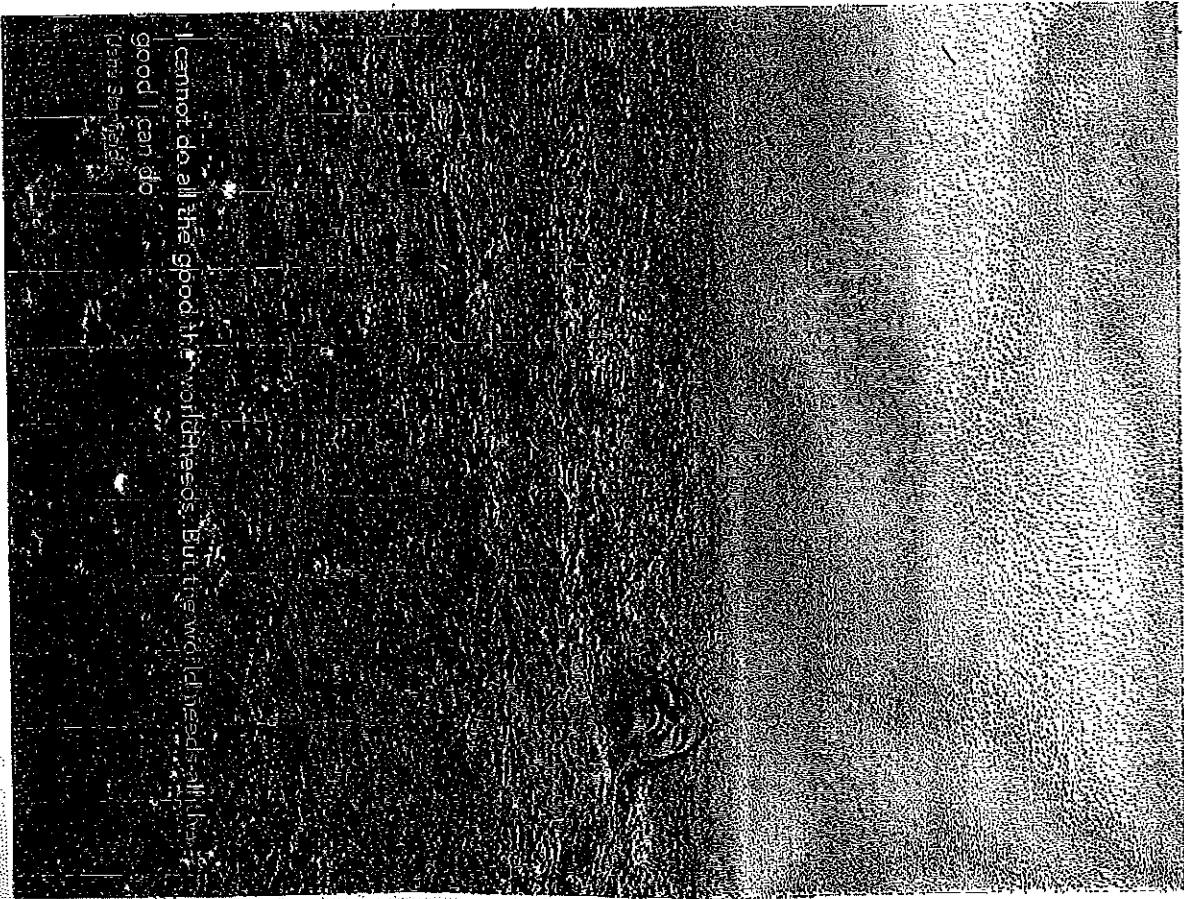


Look up and  
down

**Our Vision**  
is a world in which humanity awakens into an inclusive global spirituality that encompasses us all in the field of love and life

**Our Mission**  
is to work towards evolving consciousness in the world, by facilitating open-hearted people to awaken to inner leadership and their capacity for forgiveness, reconciliation, and peace-making

**Our touchstones**  
are inclusivity, compassion, authenticity and spiritual transformation



## Why we developed this strategy

"I truly believe that everything that we do and everyone that we meet is put in our path for a purpose. There are no accidents; we're all teachers - if we're willing to pay attention to the lessons we learn, trust our positive instincts and not be afraid to take risks or wait for some miracle to come knocking at our door."

*(Maria Gibbs)*



OneSpirit Interfaith Foundation rarely makes a surplus in any financial year, with operating costs frequently outweighing income.

It was recognised by the trustees in 2017 that if this continued it would eventually result in diminishing reserves and could at some point threaten the viability of the charity and our work. Financial modelling of a number of scenarios presented a choice between continuing to concentrate on training roughly 30 students in each intake, and cutting back on the organisation's activities elsewhere, or embarking on a balanced programme of planned expansion of student numbers in order to support our wider aspirations. The trustees considered a variety of options and agreed in principle on an ambitious plan to invest in the organisation in order to attract more students, increase impact and put the organisation on a more sustainable footing for the longer term.

This presents its own challenges however. We know that the quality of student experience, class size and tutor/student ratios are interlinked, and we are determined that we will not sacrifice quality in pursuit of quantity. As student numbers increase, we will run more than one class for each year in order to maintain the ideal class size and student/tutor ratio.

We have begun the process of restructuring faculty and the platforms we use to ensure the infrastructure is in place to support both this strategy, and our

ambition to improve the depth of the training experience and the service and support available to our students.

This strategy also takes into account some of the other challenges facing the organisation in the immediate future. Brexit, in so many ways still an unknown quantity, may have an impact on the ability for students from outside the UK to access our training. In tandem with uncertain forecasts for the economy, there could be a negative effect on student numbers. To address this we will be allocating some resource to exploring the potential for blended and distance learning elements for the training we currently offer, and whether there is scope for some diversification to provide alternative entry routes to the training.

Over the next four years, we will also set out to renew our relationship with our graduate ministers on the former foundations of shared expectations and agreed priorities. We are keenly aware of how much the Foundation benefits from the support of a vibrant and active minister body who in myriad ways are the stimulus for new students entering the training, and who are themselves the main agents of the change that we want to bring about. We want to ensure that this minister body, in turn, benefits from this connection, through our efforts at promoting their services, providing quality assurance to those in public facing roles, and working to increase the professional and legal standing of OneSpirit ministers. We know that this relationship is crucial to our ability to achieve our charitable aims.

## **Our Vision**

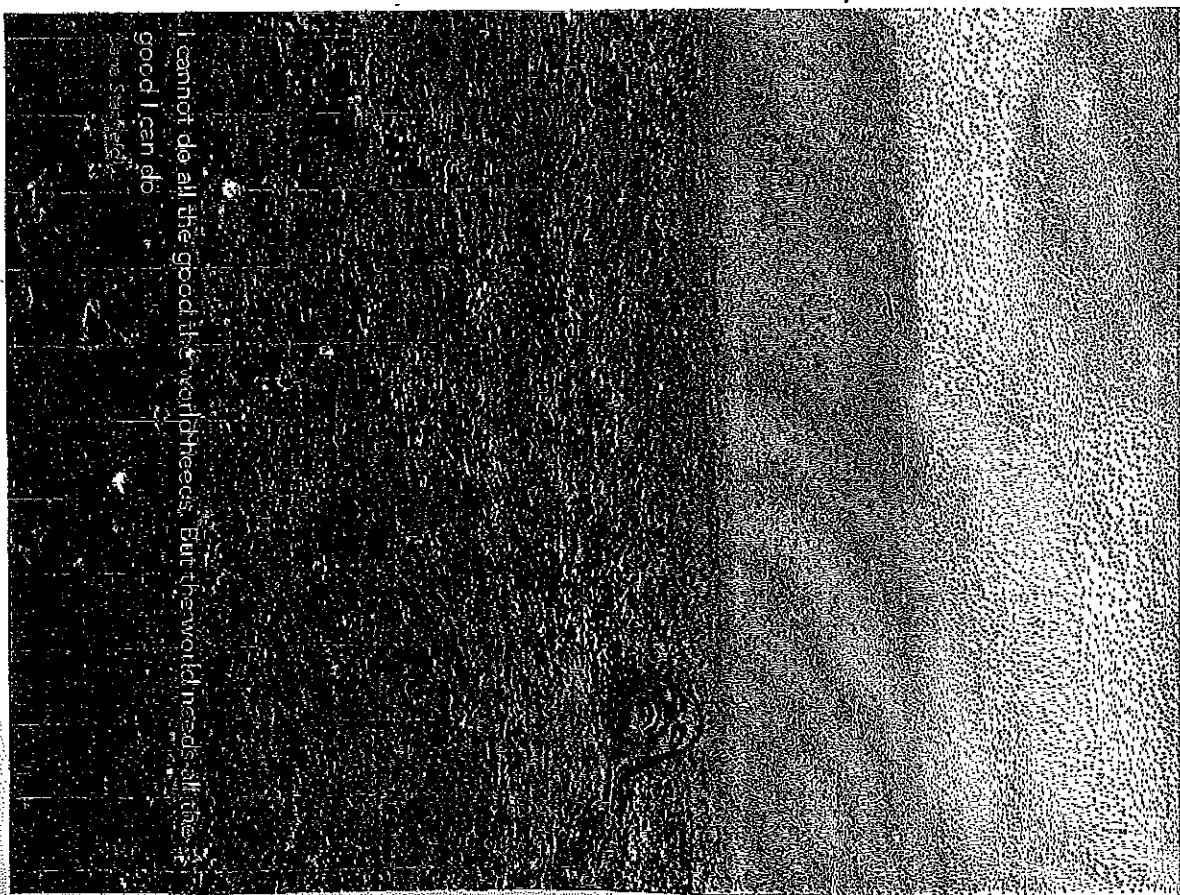
is a world in which humanity awakens into an inclusive global spirituality that encompasses us all in the field of love and life

## **Our Mission**

is to work towards evolving consciousness in the world, by facilitating open-hearted people to awaken to inner leadership and their capacity for forgiveness, reconciliation, and peace-making

## **Our touchstones**

are inclusivity, compassion, authenticity and spiritual transformation



I cannot do all the good in the world needs. But the world needs all the good I can do.

John Stenback

## Where we are now

"Even though the future seems far away, it is actually beginning right now"

(Mattie Stapanek)



We believe that OneSpirit Interfaith Foundation is in a good position to be embarking on this strategy. While the last year to eighteen months has been challenging in many ways, the organisation is on a stable footing, with healthy reserves. The organisation has invested to ensure we have the infrastructure we need to take us forward, including people, skills, platforms and processes. Morale is high with a strong board of trustees, talented staff and faculty teams, united in our commitment to seeing this ambitious strategy succeed.

We know there is still a lot of work to be done to ensure that we build a stronger relationship with our graduates and ministers. There has been confusion about the organisation's structure, particularly in relation to the Interfaith Ministers Association, and missed expectations. Restructuring to ensure clarity of purpose will involve consultation and dialogue to find common ground and shared priorities, and being realistic about what we can and cannot do.

Our training is at the heart of what we do, and is the reason for our existence as a charity. Any changes to the structure, content or delivery of the training, need to be weighed carefully and systematically reviewed to ensure that the elements that make this training so successful do not become diluted by aiming to increase numbers. Similarly, any moves to diversify our training offer will inevitably strain our efforts and resources. As we seek to introduce new elements, careful consideration must be given to our capacity to do the work. Taking any strategic plan and turning it into action requires the ability to be flexible and adapt to changing circumstances. This means being sensitive to both the potential opportunities and threats on the horizon, and being aware of our strengths and limitations.

<b>Strengths</b>	Improved organisational infrastructure as result of new systems, processes and people	<b>Opportunities</b>	Legal weddings in some parts of UK also Ireland Prospect of law reform Growing demand for non-traditional ceremonies
New platforms for collaborative working, communications and marketing	Committed staff and faculty team, strong board, agile and responsive to demands and changing environment	<b>Weaknesses</b>	Small team, risk of over-extending, burn-out if we try to do too much
Dispersed team depend on teach for all comms	Operating costs higher than income	<b>Threats</b>	Brexit Uncertain economic forecasts
Managing expectations of members with varying and different levels of support needs and priorities	Reputational risk high, especially in terms of QA role for professional body	Capacity to deliver on key objectives especially re professional body - members who feel let down by organisation in the past	



## Our goals - at a glance

**Goal 1: Over the next 4 years we will double our average yearly student intake.**

We will increase our impact by doubling our student numbers over the next 4 years to achieve our target of 80 students starting in October 2022, introducing additional classes to run concurrently so as to maintain class sizes within current levels

**Goal 2: Over the next 4 years we will increase the impact of our training**

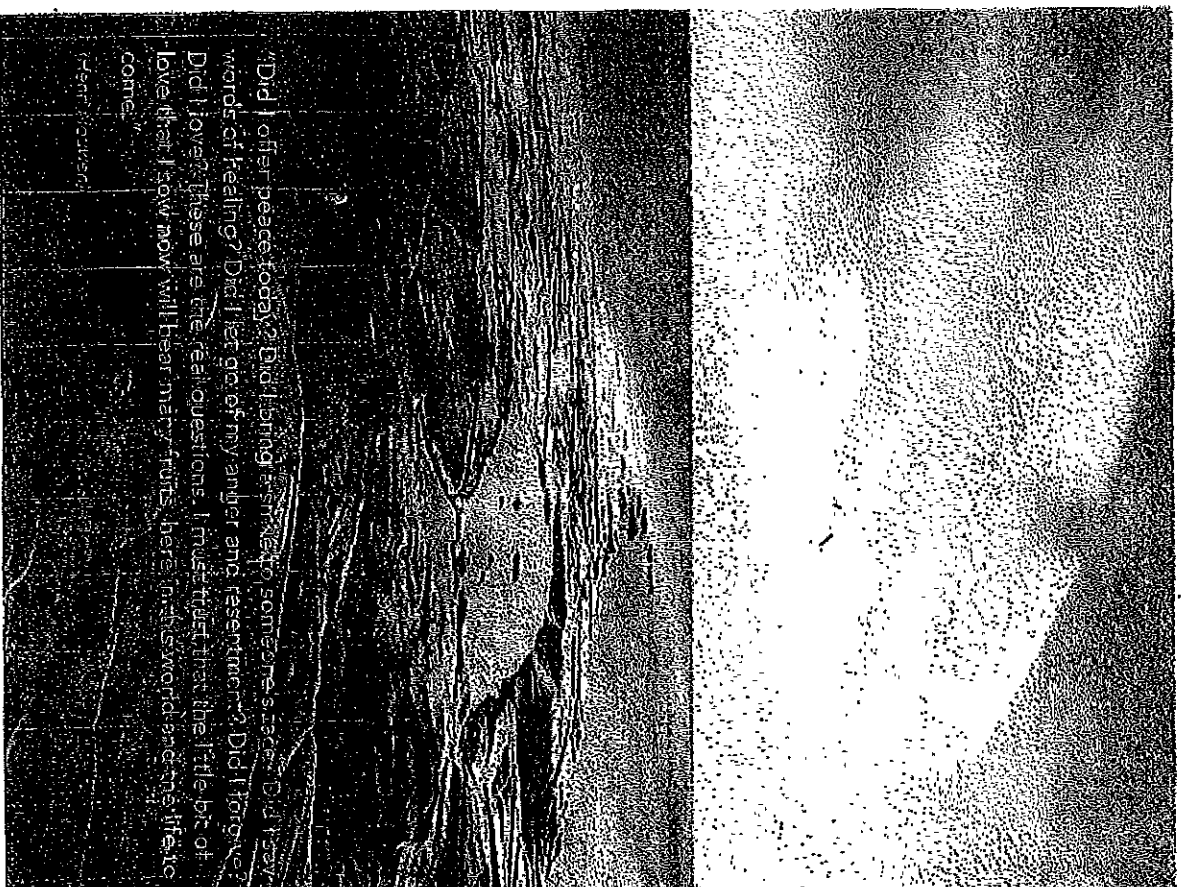
We will identify how best to increase the impact of the training whether it be through changes to curriculum, training delivery or additional programmes and implement accordingly

**Goal 3: We will increase the impact of OneSpirit Interfaith ministers and interfaith ministry**

Over the next 4 years we will raise awareness of OneSpirit Interfaith ministers in the general public and provide opportunities for ministers to share resources, skills and experiences

**Goal 4: We will manage our charity as effectively and efficiently as possible**

We will manage our resources to ensure that we achieve the greatest impact.



“Did I offer peace today? Did I bring a stranger some peace? Did I say words of healing? Did I let go of my anger and resentment? Did I love? Did I love? These are the real questions. I must trust that the little bit of love that I sow now will bear many fruits here in this world and in the one to come.”

—Pentecost

