

BY-LAWS

of the

**Provincial Grand
Lodge**

of

Hampshire and Isle of Wight

Revised 2015

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PROVINCIAL GRAND LODGE
OF
HAMPSHIRE AND ISLE OF WIGHT**

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In these By-Laws the term "Cabinet" shall mean the Cabinet Committee and the term "Areas" shall mean such Areas as may from time to time be designated by the RW Provincial Grand Master. The expression "Lodge" means a Masonic Lodge on the Register of the Province of Hampshire and Isle of Wight.

Composition

1. The Provincial Grand Lodge shall consist of the following:
 - The Provincial Grand Master.
 - The Deputy Provincial Grand Master.
 - The Provincial Assistant Grand Masters.
 - The Provincial Grand Officers of the year.
 - The Past Provincial Grand Officers who are both members of the Grand Lodge and are subscribing members of a Lodge within the Province.
 - The Masters and Wardens of all Lodge in the Province and
 - The Past Masters of any Lodge under the Grand Lodge who are both members of Grand Lodge and subscribing members of a Lodge within the Province.
2. No brother shall hold more than one Office in the Provincial Grand Lodge at one and the same time.

Provincial Grand Lodge Cabinet

3. The Provincial Grand Lodge Cabinet shall consist of the Provincial Grand Master (PGM), the Deputy Provincial Grand Master (DPGM), the Assistant Provincial Grand Masters (APGMs), the Provincial Grand Treasurer (ProvGTreas), the Provincial Grand Secretary (ProvGSec), the Provincial Grand Director of Ceremonies (ProvGDC), and the Provincial Communications Officer (ProvCO).

The Cabinet shall meet as and when required and shall deal with all financial and other matters necessary for the administration, maintenance and dignity of Provincial Grand Lodge.

Area Appointments

4. The Provincial Grand Master will designate an Area Assistant Provincial Grand Master for each Area.
5. The Provincial Grand Master will appoint an Area Chairman and Area Vice Chairmen for each Area on the recommendation of the Area Assistant Provincial Grand Master.

The Area AProvGM shall appoint such Area Committees as are authorised by the Cabinet and appoint members of each Committee'

Regulation for the Government of Provincial Grand Lodge

6. The Provincial Grand Lodge shall meet at least once in every year at such time and place as the Provincial Grand Master shall appoint. The expense of holding such meetings shall be met from the funds of Provincial Grand Lodge.

Brethren who are not members of the Provincial Grand Lodge but are members of a Lodge in the Province may be present by permission of the Provincial Grand Master, provided they are Master Masons, but shall not take part in the proceedings unless by the permission of the Provincial Grand Master or his presiding deputy and they shall have no vote.

At each Annual Meeting of Provincial Grand Lodge the Minutes of the last regular Provincial Grand Lodge Meeting and of any intervening Special Provincial Grand Lodge Meeting shall be put for confirmation.

7. All motions shall be decided by a majority of votes, each member having one vote and the Provincial Grand Master or Officer presiding, a second or casting vote. The Provincial Grand Lodge may resolve that any motion shall be determined by the Provincial Grand Master. The votes of the members shall be signified by each holding up one hand and the motion shall then be declared carried or lost; but if two demand that the votes be counted and such demand appears reasonable to the Provincial Grand Master or Officer presiding the counting shall be conducted under the direction of the Provincial Grand Director of Ceremonies.

8. Every motion intended to be moved at a meeting of the Provincial Grand Lodge (complimentary votes of thanks excepted) shall be made in writing and annexed thereto shall be the name and Masonic Rank of the Mover and the name and number of his Lodge. Unless it is one to which the provisions of Rule 83 of the Constitutions of Grand Lodge apply such motion shall be transmitted to the Provincial Grand Secretary not less than two months preceding the meeting of Provincial Grand Lodge. No other motion or other matter shall be brought before the Provincial Grand Lodge, unless the Provincial Grand Master shall so permit.

9. When the Provincial Grand Wardens are in Provincial Grand Lodge no other Brother shall assume the Warden's Chairs, but in the absence of either, the Presiding Brother may direct any other Past Provincial Grand Warden of the Province to act as Provincial Grand Warden on that occasion.

The Provincial Grand Wardens shall attend the PGM, the DPGM or an APM, and while he presides in any Lodge shall act as his Wardens, if so commanded.

Duties of the Provincial Grand Treasurer

10. The Provincial Grand Treasurer shall be elected annually at the Annual Meeting of Provincial Grand Lodge.

He shall keep a correct account of all monies received by him, in the form decided by the Cabinet. The cash book and every other book in his care, the property of Provincial Grand Lodge, shall be forth-coming and open to the inspection of the PGM, DPGM or APGMs. He shall insure against all insurable risks and perils in the full amount all property of whatsoever nature belongs to Provincial Grand Lodge. He shall pay to the credit of Provincial Grand Lodge, in a bank to be determined by the Cabinet, all monies which he shall receive by virtue of his office. He shall make all payments by cheque which shall be signed by the authorised signatories as agreed by the Cabinet

11. The Provincial Grand Treasurer should ensure that any investments shall be vested in trustees pursuant to By-Law 24 who shall hold them in trust for the Provincial Grand Lodge.

Duties of the Provincial Grand Secretary

12. The Provincial Grand Secretary shall be appointed annually.

He shall fix the seal of Provincial Grand Lodge to all Patents and other documents. He shall issue summonses for all meeting of the Provincial Grand Lodge and attend and take minutes of its proceedings. He shall receive the Returns from the Lodges and enter them in the books of Provincial Grand Lodge. He shall send to each Lodge a copy of the Minutes of the Annual Meeting of Provincial Grand Lodge together with all such papers etc., as may be ordered by the PGM or Provincial Grand Lodge. He shall receive all petitions, Memorials, Motions etc., and lay them before the PGM. He shall attend upon the PGM, the DPGM and the APGMs and present such information, books etc., as they may require. He shall be ex-officio, Secretary of every Committee of the Provincial Grand Lodge.

Duties of the Provincial Grand Director of Ceremonies

13. The Provincial Grand Director of Ceremonies shall be appointed annually.

He shall attend all Meetings of Provincial Grand Lodge and shall be responsible for the ceremonial arrangements and decorous conduct at the meeting.

Duties of the Provincial Grand Tyler

14. The Provincial Grand Tyler must be a Master Mason. He shall be appointed by the PGM and shall continue in office during his pleasure. He shall attend all meetings of the Provincial Grand Lodge and assist in the arrangements of same. He shall be stationed outside the Provincial Grand Lodge and shall see that none be admitted but those who are qualified and have signed the attendance book.

Provincial Almoner

15. The Provincial Grand Master will appoint a member of the Provincial Grand Lodge as Provincial Grand Almoner. He shall investigate and report to the Provincial Grand Secretary upon all cases of distress coming to the notice of the Provincial Grand Secretary and generally liaise with Lodge Almoners. He shall be a member of the Provincial Grand Lodge Charity Committee when so required.

Audit

16. The Accounts of Provincial Grand Lodge shall be audited annually by registered auditors. They shall be elected annually by Provincial Grand Lodge.

Private Lodges

17. The Master of each Lodge shall cause to be forwarded to the Provincial Grand Secretary one copy of every summons, at the same time that it is forwarded to members of his Lodge. A copy of every summons shall also be forwarded by each Lodge to the Area Chairman and Visiting Officer of that Lodge.

18. All communications to the PGM shall be made through the Provincial Grand Secretary.

19. The Master of each Lodge shall each year before the 31st January, transmit to the Provincial Grand Secretary, the Return of his Lodge, corrected to the previous 31st December. It shall contain the following details:

- a) A complete list of all contributing members of the Lodge.
- b) The names of all members Initiated, and those joining the Lodge within the previous twelve months.

The Master shall also send, immediately after his Installation, on a form provided by the Provincial Grand Secretary, the names of the Master and Wardens and all Past Masters of the Lodge not holding Provincial Rank. .

All registration fees and dues payable to Provincial Grand Lodge shall be remitted with the Return or as directed by the Provincial Grand Secretary.

The Master is primarily responsible for the observance of this By-Law.

Failure to observe the provisions of this By-Law may render those responsible and the Lodge liable to admonition or suspension under the provisions of Rules 74, 75 and 179 of the Constitutions of Grand Lodge.

Property/Regalia

20. All property, regalia etc., belonging to Provincial Grand Lodge shall be vested in not more than four Trustees nominated by the ProvGM from the following; namely the ProvGM, the DPGM, the APGMs, the Provincial Grand Treasurer and the Provincial Grand Secretary .

21. A Provincial Grand Officer failing to surrender Regalia or Jewels loaned to him during his term of office shall be liable in the case of loss or damage to such Regalia or Jewel to pay the full cost of replacement.

22. No member of the Provincial Grand Lodge shall attend therein without his proper Jewel and Clothing; nor shall any member be permitted to wear in the Provincial Grand Lodge any Jewel, Medal or Device, belonging or appertaining to any Order or Degree not recognised by the Grand Lodge of England as part of pure Ancient Masonry.

Provincial Grand Lodge Fees

23. The following Fees shall be paid to Provincial Grand Lodge by Lodges in the Province (in each case plus VAT at the appropriate rate where applicable);

	£
For every Subscribing Member, whether his subscription has or has not been paid, for each year or part of a year of his Lodge's subscription year, the sum of £20.00 or such lesser amount as Provincial Grand Lodge, after Notice on the Summons, may decide for any year commencing on the following 1st January	(maximum £20.00)
For every person who has been Initiated, any brother who has joined, or has re-joined, or has joined from a Lodge not held under the Grand Lodge of England	£3.00
For a Dispensation	£10.00

Securities and Investments

24. The securities and investments of the Provincial Grand Lodge shall be vested in not more than four nor less than two Trustees nominated by the Provincial Cabinet and approved by the PGM. Each such Trustee must be a member of Provincial Grand Lodge and he shall vacate his trusteeship on ceasing to be a member of Provincial Grand Lodge or whenever required to do so by the Provincial Cabinet.

Alternately, the Provincial Cabinet may, with the approval of the PGM, nominate a Trust Corporation to hold the securities and investments as aforesaid as custodian trustees on behalf of Provincial Grand Lodge and upon such terms as to fees and otherwise as may be mutually agreed but such Trust Corporation shall in no way be concerned with the management or administration of the Trust.

By-Laws

25. These By-Laws shall, on approval, be binding on all Lodges in the Province. Copies may be obtained from the Provincial Grand Secretary. .

26. Any motion for the alteration or addition to these By-Laws shall be in accordance with By-Law 7 or, if applicable, Rule 83 of the Constitutions of Grand Lodge. The motion, when proposed, seconded and adopted in Provincial Grand Lodge shall not require confirmation, but shall become effective on receiving approval of the RW Provincial Grand Master and the MW The Grand Master.

Revised Provincial Grand Lodge By-Laws adopted at the Provincial Grand Lodge of Hampshire and Isle of Wight held at Southampton on the 6th February 2015

Approved

*Michael John WILKS
Provincial Grand Master*

Approved by the MW The Grand Master

*Graham Frederick REDMAN
Deputy Grand Secretary for the
Grand Secretary*

xx February 2015

Entered

*Geoffrey Alan BROOK
Provincial Grand Secretary*