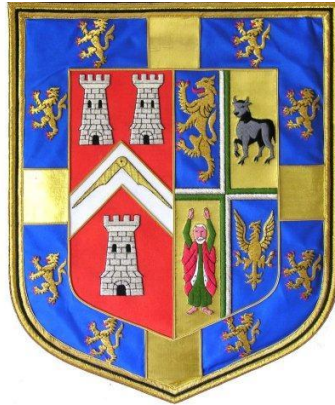


**THE MOST ANCIENT AND HONOURABLE FRATERNITY OF FREE AND
ACCEPTED MASONS OF ENGLAND AND WALES**



PROVINCE OF DURHAM

BY-LAWS OF THE PROVINCIAL GRAND LODGE

8 THE ESPLANADE
SUNDERLAND
TYNE AND WEAR
SR2 7BH

Revised 2013

Provincial Grand Lodge of Durham
BY - LAWS
(Effective from 29th November 2013)

1. MEMBERS OF PROVINCIAL GRAND LODGE

The Provincial Grand Lodge of Durham shall consist of the Provincial Grand Master and those Brethren qualified in accordance with Rule 65 of the Book of Constitutions.

All Brethren attending Provincial Grand Lodge shall sign the Provincial Grand Lodge signature cards.

A Brother below the Rank of Master Mason cannot attend meetings of Provincial Grand Lodge. Master Masons may attend meetings of Provincial Grand Lodge, but unless Wardens of Lodges within the Province, may not vote and may only address Provincial Grand Lodge when invited to do so by the Provincial Grand Master or other Presiding Officer.

2. PRECEDENCE

The members of Provincial Grand Lodge shall take precedence within the Province in accordance with Rules 71 & 72 of the Book of Constitutions.

3. DRESS AT PROVINCIAL GRAND LODGE

All Provincial Grand Officers present and past shall wear at Provincial Grand Lodge the clothing appropriate to their rank. The Master, Past Masters and Wardens of Private Lodges in the Province (if not otherwise qualified to attend Provincial Grand Lodge) shall wear the collar and apron of the rank in virtue of which they attend.

4. DISQUALIFICATION FROM ATTENDING PROVINCIAL GRAND LODGE

The Master, Past Masters and Wardens of any Lodge which is in default with its returns and payments to Provincial Grand Lodge (see By-Law 14) shall be disqualified from attending the Annual General and any other meeting of Provincial Grand Lodge.

5. PROVINCIAL GRAND LODGE MEETINGS

Provincial Grand Lodge shall meet at least once a year at such time and place within the Province as the Provincial Grand Master may determine. This meeting shall be called the Annual General Meeting. Every Lodge in the Province shall be represented by its Master, a Past Master or Warden at the Annual General Meeting of Provincial Grand Lodge. The Provincial Grand Master may also convene such other meeting of Provincial Grand Lodge as he may consider necessary.

6. NOTICE OF MEETINGS

Fourteen days clear notice of meetings of Provincial Grand Lodge shall be given by the Provincial Grand Secretary to all members of Provincial Grand Lodge by posting copies of the summons convening the meeting to the Secretary of each Lodge within the Province.

7. PROVINCIAL GRAND OFFICERS

(a) At the Annual General Meeting of Provincial Grand Lodge, the Provincial Grand Master will appoint the Provincial Grand Officers who together with the Treasurer shall be invested.

(b) On first appointment to Acting or Past Rank, a Brother shall pay a Registration Fee. This Registration Fee shall be £30.00 plus any taxes thereon and shall be payable immediately upon acceptance of the Rank.

(c) On first appointment to Deputy or Assistant Provincial Grand Master, a Brother shall pay a Registration Fee. This Registration Fee shall be the amount levied by the United Grand Lodge of England for registration of a Deputy or Assistant Provincial Grand Master.

(d) Every Acting Provincial Grand Officer shall be responsible for the safe custody of the Jewel of his office and for its safe return to the Provincial Office at least 14 days before the next Annual General Meeting.

(e) Casual vacancies which occur amongst Acting Provincial Grand Officers, including that of Treasurer, may be filled by the Provincial Grand Master.

8. PROVINCIAL GRAND TREASURER

The Provincial Grand Treasurer shall be elected at the Annual General Meeting of Provincial Grand Lodge and all nominations for this Office shall be sent to the Provincial Grand Secretary at least two calendar months before the meeting. no further nominations shall be submitted except by permission of the Provincial Grand Master.

The Provincial Grand Treasurer shall keep such books of account and records as may be necessary for the proper accounting of the transactions of Provincial Grand Lodge funds. All monies received shall forthwith be deposited in the name of Provincial Grand Lodge in such a bank as the Provincial Grand Master or his Deputy may from time to time determine.

9. FINANCIAL RESPONSIBILITY

The Provincial Grand Master, on the advice of the Provincial Grand Treasurer, the Deputy Provincial Grand Master and Assistant Provincial Assistant Provincial Grand Masters, shall establish policy to undertake the financial transactions of the Province, including ordinary and extraordinary payments in the operation of Provincial Grand Lodge and the investment of funds not immediately required. All such transactions shall be reported to Provincial Grand Lodge, by the Provincial Grand Treasurer, at the next Annual General Meeting.

10. PROVINCIAL GRAND LODGE ACCOUNTS

The audited accounts shall be presented for adoption at the Annual General Meeting of Provincial Grand Lodge. The Accounts shall be made up to the 31st December of the preceding year and be audited by a firm of professionally qualified accountants and auditors, who shall have been duly elected at the previous Annual General Meeting. The Statement of Accounts, when audited, shall be printed and sent with the summons convening the Annual General Meeting of Provincial Grand Lodge.

11. PAYMENTS

All payments from Provincial Grand Lodge Funds, or by Provincial Grand Lodge, shall be made either by cheque, such cheques to be signed by the Provincial Grand Treasurer and counter-signed by the Provincial Grand Secretary, the Deputy Provincial Grand Master or an Assistant Provincial Grand Master, or by secure internet bank transfer authorised by the Provincial Grand Treasurer and the Provincial Grand Secretary.

In the absence of the Provincial Grand Treasurer, or in cases of emergency, cheques shall be signed by the Provincial Grand Secretary and counter-signed by the Deputy Provincial Grand Master or an Assistant Provincial Grand Master.

12. DUES - FEES

The following fees shall be payable to the Provincial Grand Lodge Fund by each of the Lodges in the Province.

(a) In respect of each subscribing member recorded on the Annual Return of Membership, Annual Dues of £20.00 or such lesser amount as decided by resolution from time to time by Provincial Grand Lodge. This also allows for each subscribing member, under 25 years of age, to pay 50% of Provincial Dues for his Mother Lodge.

(b) For every person who has been initiated since the last Annual Return of Membership, £3.00.

(c) For every person who has been initiated and is under the age of 25 years since the last Annual Return of Membership, £3.00

(d) For every Brother joining from a Lodge under the Scottish, Irish or other recognised Constitution, £3.00.

(e) For the registration of a new Lodge, £50.00.

13. LODGE SUMMONS

The Secretary of each Lodge in the Province shall send to the Provincial Grand Master, the Deputy Provincial Grand Master, the Assistant Provincial Grand Masters and the Provincial Grand Secretary, a copy of the summons for every meeting of his Lodge at the same time as they are sent to the members.

14. LODGE RETURNS

Every Lodge **shall:**

(a) Within one month after the Installation of the Master each year transmit to the Provincial Grand Secretary.

Upon a printed form which he shall provide, a Return concerning the Lodge and its members. Such return shall be signed by the Master and the Secretary. It shall be the duty of every Lodge to keep a register and to enter therein all the particulars which are required to be specified on the Return. Every Lodge, when it makes the Return required by this By-Law, shall remit the proper fees and Annual Dues to the Provincial Grand Secretary.

(b) Within seven days after the Annual Installation send to the Provincial Grand Secretary, on a printed form, the names and addresses of the Master, of all the Officers then appointed and all Past Masters entitled to attend Provincial Grand Lodge.

(c) In the month of April each year send a Report by the Master of the Lodge to the Provincial Grand Secretary referring to the state of his Lodge in such form as the Provincial Grand Master may from time to time prescribe.

(d) Send returns, dues and other monies payable to the Provincial Grand Lodge fund or to Provincial Grand Lodge to the Provincial Grand Secretary, who shall, on behalf of the Provincial Grand Treasurer, pay the same into an account opened and kept at a bank, as specified in By-Law 8.

15. LODGE ACCOUNTS

The Secretary of every Lodge in the Province shall send annually to the Provincial Grand Secretary an audited copy of all financial statements and accounts for his Lodge, at the same time as they are sent to the members of the Lodge, as required by the Lodge By-Laws.

16. NEW MEMBERS

(a) The Master of each Lodge shall, at the cost of his Lodge present to each newly initiated candidate current copies of the Book of Constitutions, the By-Laws of the Lodge and the Year Book of Provincial Grand Lodge.

(b) No Brother shall be balloted for as a Joining Member of any Lodge within the Province until due enquiry shall have been made by the Master of such Lodge and the Brother shall have produced a certificate of good standing from each of the Lodges of which he is or has been a member, in accordance with Rule 163 of the Book of Constitutions.

17. LODGE BY-LAWS

Every Lodge in the Province shall frame By-Laws or revise if necessary its existing By-Laws so as to be in strict accordance with the Book of Constitutions and the By-Laws of Provincial Grand Lodge. No By-Laws, or alteration thereof, shall come into operation until approved in accordance with this By-Law.

Lodge By-Laws and every alteration thereof must be submitted to the Provincial Grand Secretary for approval by the Provincial Grand Master and subsequent transmission to the Grand Secretary for approval by the Grand Master, if required. When finally approved, the By-Laws must be printed and a copy thereof sent to the Grand Secretary and to the Provincial Grand Secretary.

18. COMMUNICATIONS

All applications or communications to the Provincial Grand Master, the Deputy Provincial Grand Master, or Assistant Provincial Grand Masters shall be made only through the Provincial Grand Secretary, unless special licence has been given.

19. BENEVOLENT COMMITTEE

The Benevolent Committee of the Provincial Grand Lodge of Durham shall consist of the Provincial Grand Master, the Deputy Provincial Grand Master, the Assistant Provincial Grand Masters, the Provincial Grand Treasurer and the Provincial Grand Secretary, by virtue of their offices, six members to be appointed annually by the

Provincial Grand Master and one member to be elected annually by each Lodge in the Province.

The Benevolent Committee shall be responsible for the management and custody of all Provincial Grand Lodge charitable, educational and other funds.

The Committee may make, or from time to time alter or revoke, Rules and Regulations for the conduct of its business, including power to delegate, these to be approved by Provincial Grand Lodge, provided that such Rules and Regulations are not inconsistent with these By-Laws or the Rules contained in the Book of Constitutions.

The Benevolent Committee shall annually present a report in writing of its proceedings and a statement of its accounts to the Annual General Meeting of Provincial Grand Lodge

20. ALTERATIONS TO BY-LAWS

Except as otherwise required by Rule 83 Book of Constitutions, no motion shall be proposed in Provincial Grand Lodge, or alteration made in any By-Law, unless notice of such proposed alteration has been sent to the Provincial Grand Secretary, in time for him to insert the same in the summons convening Provincial Grand Lodge. But in case of any matter of urgency such matter may, with prior permission of the Provincial Grand Master, be discussed and determined at Provincial Grand Lodge.

21. PUBLICATION OF BY-LAWS

These By-Laws, when duly approved, shall be binding on all Lodges within the Province, until altered by the Provincial Grand Lodge, upon proper notice in accordance with By-Law No. 20. They shall be printed at the expense of Provincial Grand Lodge and a copy thereof sent to every lodge in the Province. Additional copies to Lodges or individual Brethren will be supplied by the Provincial Grand Secretary at cost.

A copy of these By-Laws shall be presented to the Master of every Lodge in the Province upon his installation.

Approved by Provincial Grand Lodge at the Rainton Meadows Arena, Mercantile Road, Houghton-le-Spring, Tyne and Wear on 29th November 2013.

Approved by the MW The Grand Master

Norman Eric Heavside,
Provincial Grand Master
29th November 2013.

Graham Frederick REDMAN
Deputy Grand Secretary for the
Grand Secretary