



Allied Masonic Degrees of England and Wales and Districts and Councils Overseas

# District Grand Council of Kent

## *By-Laws*

## DATE AND PLACE OF MEETINGS

The Annual Meeting of District Grand Council shall be held at such place within the District, and on such date and at such time, as may be determined by the District Grand Prefect. At this meeting the election of the District Grand Treasurer and the appointment of other District Grand Officers shall take place and other necessary business be transacted.

Emergency meetings of District Grand Council may be called by the District Grand Prefect or in his absence by the Deputy District Grand Prefect, at such place and time as either shall direct.

Notice of every meeting of District Grand Council shall be issued to all Council Secretaries at least twenty-one days before the date of such meeting; stating the date, time, and place of such meeting, a summary of the business to be transacted and propositions to be determined.

## FEES AND DUES

A fee of honour shall be paid by every Brother upon first appointment to, or promotion in District Grand Rank. Such fees should be decided by resolution from time to time, but not to exceed 40% of those similarly levied by Grand Council.

Each Council within the District shall pay to the fund for general purposes such fees listed below, as should be decided by resolution from time to time, but not to exceed 40% of those similarly levied by Grand Council:

- (i) For each Reception in the Order
- (ii) For each Joining or Re-Joining member
- (iii) For every Dispensation (Except those granted by the M.W. Grand Master)
- (iv) For registering a new warrant
- (v) For registering new By-Laws
- (vi) For every alteration of By-Laws

Annual Dues for each Brother who has been a Subscribing Member during any part of a year, such an amount as shall have been determined by resolution in accordance with these By-Laws at a meeting of District Grand Council.

## DISPENSATION

Every application for a Dispensation shall be made in writing to the District Grand Prefect, through the District Grand

Secretary, accompanied by the fee payable, together with a statement indicating clearly the object and reason for such.

## DUTIES OF DISTRICT GRAND OFFICERS

The District Grand Treasurer and the District Grand Secretary, in the exercise of their respective offices, shall be governed by the regulations applicable to the similar offices in Grand Council.

The District Grand Treasurer shall be nominated for election to that office by two members of District Grand Council.

All monies received by the District Grand Treasurer shall be deposited as specified in the Constitutions and Regulations of the Order. Cheques drawn on these accounts or withdrawals from other investments, shall be authorised, and signed by TWO of the following District Grand Officers: the District Grand Prefect, the Deputy District Grand Prefect, the District Grand Treasurer and the District Grand Secretary. No overdraft facilities shall be requested, and any casual overdraft rectified immediately and reported in writing to the District Grand Prefect, or his Deputy.

The District Grand Inner Guard shall be responsible for seeing that every Brother, before entering District Grand Council, has signed the attendance register, giving his rank, the name and number of the Council to which he belongs and that he is properly clothed. He may be assisted in these duties by the District Grand Tyler.

## STATEMENT OF ACCOUNTS

### (i) District Grand Council Funds

The District Grand Treasurer shall prepare a Statement of Accounts for all District Grand Council Funds as at 31st AUGUST each year. These accounts shall be examined by TWO members of District Grand Council, nominated and elected at the previous Annual Meeting of District Grand Council, and these accounts shall subsequently be submitted to the next Annual Meeting for approval.

### (ii) Councils

The Secretary of each Council within the District shall forward to the District Grand Secretary TWO copies by post, or ONE copy by email, of the Council Statement of Accounts (for information only), immediately after they have been approved and adopted by the Council members.

## **REGALIA**

The regalia proper to his rank shall be provided by each Officer on appointment.

In the case of active District Grand Officers, the Jewel will be supplied by District Grand Council and signed for in the book held for that purpose by the District Grand Secretary. The Jewel will remain the property of District Grand Council and in the event of loss the Officer whose signature appears in the book will bear the cost of replacement.

## **FURNITURE AND PROPERTY**

The Books, Papers, Furniture, Jewels and other property belonging to District Grand Council shall be vested in the District Grand Prefect and the Deputy District Grand Prefect for the time being in trust for District Grand Council; and shall be in the care of the District Grand Secretary, who will maintain an inventory of it and will be responsible for its adequate insurance.

## **COMMITTEE OF GENERAL PURPOSES**

The District Grand Prefect, Deputy District Grand Prefect, District Grand Senior Warden, District Grand Junior Warden, District Grand Treasurer, District Grand Secretary and District Grand Director of Ceremonies together with two Brethren who must be subscribing members of a Council within the District and elected annually at the regular meeting of District Grand Council, shall form the Committee of General Purposes, to deal with all matters affecting the Order within the District. They shall also arrange for the annual examination of the accounts of District Grand Council.

The Committee of General Purposes shall meet at such times and places as the District Grand Prefect shall appoint, and at least once in every year. Three shall form a quorum. The Chair shall be taken by the senior member present at the opening of the meeting. In the event of an equality of votes, the chairman shall give the casting vote.

No extraordinary expense above £100 shall be paid by the District Grand Treasurer unless by order of this Committee or special authority of the District Grand Prefect.

## **ANNUAL RETURNS FROM COUNCILS**

The Master and Secretary of every Council in the District shall make, at 31st August in each year, a return of the members thereof with the date of Reception or Joining of each Brother within the calendar year, together with his

address and calling and shall transmit at the same time the fees due to District Grand Council and to Grand Council, to the District Grand Secretary. Returns as to Reception and Joining of members shall be made to the District Grand Secretary upon the proper forms at the times stated thereon, by whom they will be forwarded to Grand Council.

All returns should be made through the District Grand Secretary who shall be responsible that all forms required (Grand Council or District Grand Council) shall be in the hands of the Secretary of each Council.

## **COUNCIL SUMMONSES.**

The Secretary of each Council shall send a copy of each Council Summons to the District Grand Prefect, the Deputy District Grand Prefect and TWO copies by post, or ONE copy by email, to the District Grand Secretary, at least fourteen days before the meeting.

## **CORRESPONDENCE**

All communications from Masters of Councils or others, intended for submission to the District Grand Prefect, or District Grand Council, shall be submitted through the District Grand Secretary.

## **ALTERATION OF BY-LAWS**

These By-Laws shall be binding on all Councils in the District, unless the same be altered at any subsequent District Grand Council meeting, due notice of any such intended alteration being given in the Summons convening the meeting at which such an alteration may be intended to be brought for consideration.

## **DISTRIBUTION OF BY-LAWS**

A copy of these By-Laws shall be presented by each Council to each Master on his Installation, and to each candidate on his Reception or Joining. A copy shall be in the possession of the Treasurer and Secretary of each Council.

Approved by District Grand Council held at Gillingham on Saturday 9th February 2019.

Signed: District Grand Secretary

Recommended and Approved by: District Grand Prefect  
Approved on behalf of the M.W. Grand Master