

## District of Severn



### BY-LAWS

1. This District Grand Council shall meet regularly at least once in every year at such time and at such place as the District Grand Prefect shall appoint. The meeting shall be convened by notice at least 21 days prior to the date of the meeting.
2. The members of District Grand Council are the Officers and Past Officers thereof. the Masters, Wardens of Allied Masonic Councils within the District; Grand Officers, Masters and Past Masters who are subscribing members, and Honorary Members who were subscribing members of Councils within the District. All other Brethren who are subscribing members of any Council under the Constitutions and Regulations may, by the authority of the District Grand Prefect, be permitted to attend District Grand Council, but they cannot vote or speak on any resolution.
3. The Officers of District Grand Council shall take rank in the following order; and every Brother, on his appointment to an office, shall pay, towards the funds of the District Grand Council, a fee of honour which shall, initially, be as detailed in ANNEX A. Such fee may, from time to time, be varied by Resolution of District Grand Council provided it does not, at any time, exceed 40% of the fee of honour paid in respect of the equivalent rank in Grand Council.

Deputy District Grand Prefect  
 District Grand Senior Warden  
 District Grand Junior Warden  
 District Grand Chaplain  
 District Grand Treasurer  
 District Grand Secretary  
 District Grand Director of Ceremonies  
 District Grand Senior Deacon  
 District Grand Junior Deacon  
 Deputy District Grand Director of Ceremonies  
 District Grand Sword Bearer  
 District Grand Standard Bearer  
 District Grand Organist

### Annex A

#### Fee of Honour payable on appointment

Deputy District Grand Prefect	£100.00
District Grand Senior Warden	£ 50.00
District Grand Junior Warden	£ 50.00
District Grand Chaplain	£ 35.00
District Grand Treasurer	£ 35.00
District Grand Secretary	£ 35.00
District Grand Director of Ceremonies	£ 35.00
District Grand Senior Deacon	£ 30.00
District Grand Junior Deacon	£ 30.00
Deputy District Grand Director of Ceremonies	£ 30.00
District Grand Standard Bearer	£ 25.00
District Grand Organist	£ 25.00
District Grand Inner Guard	£ 25.00
District Grand Steward	£ 25.00
District Grand Tyler	£ 25.00

### ANNEX B

For each subscribing member of a Council	£ 4.00 p. a.
For registering the By-Laws of a Council	£ 5.00
For every alteration of By-Laws	£ 5.00
For every Dispensation	£ 4.80

District Grand Inner Guard  
District Grand Steward  
District Grand Tyler

4. The fee of honour shall be payable on appointment, and no Brother shall assume the rank nor wear the regalia of a District Grand Officer until such fee be paid.
5. A Brother promoted to a superior office shall pay only the difference (if any) between the fee paid for the office which he leaves and that appertaining to the office to which he is promoted.
6. Each Officer is required to provide himself with District Grand Council regalia and before entering District Grand Council, shall be properly clothed and sign his name in the book provided for that purpose.
7. An Officer, Past Officer, or member of District Grand Council who ceases to be a subscribing member or an honorary member of a Council in the District, shall cease to be a member of this District Grand Council, but on again becoming a subscribing member of a Council within the District he shall be a member of District Grand Council.
8. 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 Executive Committee.
9. The Executive Committee 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 a second or casting vote.
10. The Executive Committee shall recommend to the District Grand Prefect any matter, subject, or question relating to the Order for his consideration, or for the consideration of District Grand Council.
11. The Treasurer shall be elected at the Annual meeting and nominations must be submitted in writing to the District Grand Secretary 30 days prior to the Annual Meeting.
12. The Accounts of the District Grand Treasurer shall be submitted at the Annual meeting for formal approval and adoption, having previously been audited by two Brethren elected by District Grand Council. The financial year for all fees, dues and other payments shall end on the 31st August.
13. All commutations intended for submission to the District Grand Prefect shall be forwarded to the District Grand Secretary; and if such items are to be considered by District Grand Council must be submitted to the District Grand Secretary at least 30 days prior to the Annual Meeting.
14. Notice of every meeting of District Grand Council appointed to be held shall be given by the District Grand Secretary to District Grand Officers both present and past, and also to the Secretary of each Council in the District who will notify every member of his Council; but if no return of the Officers of any Council has been made, then a notice sent to the Master and Secretary of such Council at the last known address shall be deemed sufficient. The said notice shall state the place, day and hour at which the meeting is to be

held and a summary of the business to be transacted and of propositions to be made at such meeting.

15. The Master or Secretary of every Council in the District shall, in the month of September in each year, furnish the District Grand Secretary with a regular return of its numbers, stating the date on which a Brother was Admitted, joined, resigned, died, excluded or became an honorary member, within the previous year, or since the day of the previous return, and also a return of all the Officers of such Council. The fees due to District Grand Council shall at the same time be paid. If any Council shall neglect, for a space of four months to make such returns and payments, its members shall thereby be disqualified from attending District Grand Council or any Committee thereof, until its arrears or returns and payments shall have been made, and it: after due admonition, such returns and payments are not made, the Council so offending shall be reported to Grand Council.
16. The fee to be paid annually to the funds of District Grand Council by each Council in the District for every subscribing member, together with the fees payable for registering and altering the Council's By-Laws and for granting Dispensations shall, initially, be as detailed in ANNEX B. Such fees may, from time to time, be varied by Resolution of District Grand Council provided they do not, at any time, exceed 40% of the equivalent payments made to Grand Council.
17. All fees levied shall be payable to the District Grand Council and remitted to the District Grand Secretary.
18. Every application for a dispensation shall be made in writing to the District Grand Prefect stating clearly the object thereof, and transmitted through the District Grand Secretary.
19. The Secretary of each Council shall send one copy of each summons to the District Grand Prefect, Deputy District Grand Prefect and District Grand Secretary.
20. Brethren desirous of forming a new Allied Masonic Council in the District shall conform to the rules prescribed in the Constitutions. Every petition for a new Council must be made on the prescribed form to the District Grand Prefect, whose approval must be obtained before it shall be forwarded to the Most Worshipful Grand Master.
21. These By-Laws shall be binding on all Councils in the District, unless and until the same be altered in a constitutional manner.
22. In all particulars not herein specially set forth, the District Grand Prefect, District Grand Council and its Officers shall be governed and regulated by the Constitutions of the Order.
23. No alteration of or addition to these By-Laws shall be valid until agreed to by the District Grand Council and approved by the Most Worshipful Grand Master.
24. A copy of these By-Laws shall 'be sent to the Secretary of each Council in the District. A copy shall be presented to each Master on his Installation, to every candidate on his being Admitted and to every joining member.