



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 Master shall appoint. The meeting shall be convened by notice 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, Deputy Master, Principal Conductor of the Work and Past Masters of Royal and Select Master Councils within the District and Masters and Past Masters who are subscribing members of Councils within the District. All other Royal and Select Masters who are subscribing members of any Council under the Constitutions and Regulations, may, by the authority of the District Grand Master, 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 order listed below. Every Companion, on his appointment to an office, shall pay towards the funds of District Grand Council such Fee of Honour as shall from time to time be recommended by the Executive Committee and approved by District Grand Council, but in accordance with Rule 55 (iii) Constitutions and Regulations shall not exceed 40% of that charged by Grand Council for the equivalent rank. A Fee of Honour for Past District Grand Rank shall be charged at the same rate as the equivalent Active Rank.

District Grand Master
 Deputy District Grand Master
 District Grand Principal Conductor of the Work
 District Grand Chaplain
 District Grand Treasurer
 District Grand Recorder
 District Grand Director of Ceremonies
 District Grand Lecturer
 Deputy District Grand Director of Ceremonies
 District Grand Captain of the Guard
 District Grand Conductor of the Council
 Assistant District Grand Director of Ceremonies
 District Grand Sword Bearer
 District Grand Standard Bearer
 Assistant District Grand Recorder
 District Grand Organist
 District Grand Steward
 District Grand Manciple
 District Grand Sentinel

- 4) The Fee of Honour shall be payable on appointment, and no Companion shall assume the rank nor wear the regalia of the office until such fee be paid.
- 5) A Companion 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 shall provide himself with the regalia of his rank
- 7) An Officer, Past Officer, or member of District Grand Council who ceases to be a subscribing 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) Every Companion, before entering District Grand Council, shall be properly clothed and shall sign his name in the book provided for that purpose.
- 9) The District Grand Master, Deputy District Grand Master, District Grand Principal Conductor of the Work, District Grand Treasurer, District Grand Recorder and District Grand Director of Ceremonies, together with two Companions 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.
- 10) The Executive Committee shall meet at such times and places as the District Grand Master 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. The Executive Committee may recommend for the consideration of District Grand Council any matter, subject, or question relating to the Order



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- 11) The Treasurer shall be elected at the Annual Meeting and nominations must be submitted in writing to the District Grand Recorder 21 days prior to the Annual Meeting. The Accounts of the District Grand Treasurer shall be audited, previously to the annual Meeting, by two Companions elected by District Grand Council. The financial year for all fees, dues, and other payments shall be the 1st of September to the 31st of August.
- 12) All communications intended for submission to the District Grand Master or District Grand Council shall be forwarded to the District Grand Recorder for presentation.
- 13) Every motion for a new by-law or regulation, or for the repeal of an old one, or any charge or complaint against a Council or a member or members thereof, or any other proposition intended to be made at the meeting of District Grand Council shall be stated in writing, together with the name of the mover or complainant, his rank in the Order, and the name and number of the Council of which he is a subscribing member, and transmitted to the District Grand Recorder not less than four weeks before the day of the meeting of District Grand Council at which it is intended such motion shall be made; and no motion or matter shall be entertained by District Grand Council, or brought into discussion therein, unless the foregoing requirements be complied with or with the express permission of the District Grand Master.
- 14) Twenty one days notice of every meeting of District Grand Council appointed to be held shall be given by the District Grand Recorder to District Grand Officers, both present and past, and also to the Recorder 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 or Recorder 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. The Master or Recorder of every Council in the District shall, in the month of September in each year, furnish the District Grand Recorder with a regular return of its numbers, stating the date on which a Companion was Chosen or joined 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 the 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 if, after due admonition, such returns and payments are not made, the Council so offending shall be reported to Grand Council.
- 18) The following fees shall be paid to the funds of District Grand Council by each Council in the District:
 - i For each subscribing member of a Royal and Select Master Council (annually)
 - ii For registering the by-laws of a Council
 - iii For every alteration of by-laws
 - iv For every Dispensation

These fees shall be of such amounts as shall from time to time be recommended by the Executive Committee and approved by District Grand Council, but in accordance with Rule 55 (iii) Constitutions and Regulations shall not exceed 40% of the equivalent fees charged by Grand Council.
- 19) All fees levied shall be paid to the District Grand Recorder.
- 20) The Recorder of each Council shall send one copy of each summons direct to the District Grand Master, the Deputy District Grand Master, the District Grand Principal Conductor of the Work, the Recorders of the other Councils in the District and two copies to the District Grand Recorder. Two copies of the audited accounts shall be sent to the District Grand Master and District Grand Recorder with the summons for the meeting at which they are to be considered.
- 21) Every application for a dispensation shall be made in writing to the District Grand Master stating clearly the object thereof, and transmitted through the District Grand Recorder.
- 22) Companions desirous of forming a new Royal and Select Master Council in the District shall conform to the rules prescribed in the Constitutions and Regulations. Every petition for a new Council must be made on the prescribed form to the District Grand Master, whose approval must be obtained before it shall be forwarded to the Most Illustrious Grand Master.
- 23) These By-laws shall be binding on all the Councils in the District, unless and until the same be altered in a constitutional manner.
- 24) In all particulars not herein specially set forth, the District Grand Master, District Grand Council and its Officers shall be governed and regulated by the same laws as those applicable to the Most Illustrious Grand Master, and to Grand Council and its Officers.
- 25) 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 Illustrious Grand Master.
- 26) A copy of these By-laws shall be sent to the Recorder of each Council in the District. A copy shall be presented to the Master on his Installation, to every candidate on his being Chosen and to every joining member.

Approved at the Meeting of District Grand Council at Croydon on Saturday 23rd March 2024

William Agnew Caughie
District Grand Master



THE GRAND COUNCIL OF THE ORDER OF ROYAL & SELECT MASTERS
DISTRICT GRAND COUNCIL OF SURREY

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BY-LAWS