

BY-LAWS
of the
PROVINCIAL
GRAND CHAPTER
of
EAST LANCASHIRE

1. The Provincial Grand Chapter of East Lancashire shall consist of the Companions listed in Regulation 30 of the Regulations of Supreme Grand Chapter.
2. A Meeting of Provincial Grand Chapter shall be held at least once in every year at such time and place as the Grand Superintendent shall determine. At the Annual Meeting the appointment of Acting and Past Provincial Grand Officers shall take place including the Provincial Grand Treasurer who shall first be elected at that meeting. Casual appointments may be made and vacancies filled by the Grand Superintendent from time to time.
3. Companions who are subscribing members of any Chapter within the Province but who are not members of Provincial Grand Chapter may be present at Provincial Grand Chapter Meetings with the permission of the Grand Superintendent or his Deputy, but they shall not vote or take part in proceedings.
4. A Provincial Officer, Acting or Past, shall pay to Provincial Grand Chapter the following registration fees:-

[a]	On Appointment	£30.00
[b]	On First Promotion	£25.00
[c]	On Second Promotion	£25.00

Subsequent Promotions will not incur a fee.
5. Any Provincial Grand Officer absent from his duties in Provincial Grand Chapter shall be censured unless good and sufficient reason be given for his absence to the Grand Superintendent.
6. Each subordinate Chapter in the Province shall be represented at the meetings of Provincial Grand Chapter by a Principal or Past Principal being both a subscribing member of the Chapter and a member of Provincial Grand Chapter. Any subordinate Chapter unrepresented shall be liable to censure by the Grand Superintendent.
7. [a] The First Principal of every Chapter in the Province shall immediately after the day appointed for the regular Installation of the Principals in that Chapter or immediately after such other date as may be agreed by the Grand Superintendent by Dispensation transmit to the Provincial Grand Scribe E in a form provided by him a Return containing a list made up to the date so appointed of all subscribing members of the Chapter and such other particulars as may be required by the Provincial Grand Scribe E acting on the instructions of the

Grand Superintendent together with the appropriate fees and any appropriate tax as provided for in By-law 8.

- [b] The First Principal of every Chapter in the Province shall immediately after the Installation in that Chapter transmit to the Provincial Grand Scribe E in a form provided by him the names and addresses of the Principals and other particulars specified in the form.
 - [c] The First Principal of any Chapter failing to transmit to the Provincial Grand Scribe E the Returns required by this By-Law together with the amount of the fees dues and any appropriate tax thereon within one month of the date appointed for the Installation in that Chapter or such other date agreed by the Grand Superintendent under sub-clause [a] hereof shall be liable to severe censure by the Grand Superintendent.
 - [d] The death, resignation or any exclusion of any member of any Chapter or the election of any member to honorary membership shall be notified to the Provincial Grand Scribe E immediately.
8. The following fees and any appropriate tax shall be payable by all Chapters to Provincial Grand Chapter:-
- [a] For each subscribing member [irrespective of whether his Chapter subscription has been paid or not] the annual sum of £10 or such lesser sum as may from time to time be determined by Provincial Grand Chapter after notice on the Summons in accordance with the regulations of Supreme Grand Chapter.
 - [b] For registering a newly exalted Companion £ 7.50
 - [c] For registering any newly consecrated Chapter within the Province £ 15.00
 - [d] For every dispensation £ 10.00
9. Acting Provincial Grand Officers shall return their Jewels of Office to the Provincial Grand Scribe E as and when requested by him and if any Jewel of Office be not so returned the acting Provincial Grand Officer concerned shall pay the full replacement value thereof to the Provincial Grand Chapter.
10. [a] An Audit Committee of two Principals or Past Principals shall be elected at the Annual Meeting of Provincial Grand Chapter to audit the Accounts of the Provincial Grand Treasurer made up to 31st December each year and make a report thereon.
- [b] Copies of such Accounts duly audited shall be available to members of Provincial Grand Chapter and presented to the next Annual Meeting of Provincial Grand Chapter.
11. The Scribe E of each Chapter shall forward a copy of any notice convening a meeting of the Chapter, a copy of the Chapter accounts and every communication on Chapter business issued to the members of the Chapter to such persons as may be directed by the Grand Superintendent.

12. A copy of these By-Laws or of any alteration or amendment thereto shall be given to each Chapter in the Province within one month from the date of approval by the First Grand Principal. Any further copies required by Chapters within the Province may be purchased from the office of the Provincial Grand Scribe E.
13. These By-Laws may be added to or altered by Provincial Grand Chapter after notice of motion in writing specifying the proposed addition[s] or alteration[s] given to the Provincial Grand Scribe E on or before the last day of November in each year. Any such proposed addition[s] or alteration[s] shall be adopted if passed by a two thirds majority of those members present and voting at the next Meeting of Provincial Grand Chapter but shall not be effective unless and until approved by the Grand Superintendent and the First Grand Principal.
14. The foregoing By-Laws are made in pursuance of the powers and regulations conferred by the Regulations of Supreme Grand Chapter and it is hereby declared that, in all particulars not herein specifically provided for, the Grand Superintendent and Provincial Grand Chapter and its Officers and members shall be governed and regulated by the same Laws and Regulations as the First Grand Principal and Supreme Grand Chapter and its Officers and members so far as the same are applicable.
15. The foregoing By-Laws were approved and adopted at a Meeting of the Provincial Grand Chapter of East Lancashire held at Blackburn on 23rd day of March 2004.

HAI GARNETT
Provincial Grand Scribe E

P WALTHALL
Grand Superintendent
in and over East Lancashire

APPROVED BY THE ME FIRST GRAND PRINCIPAL
on the 10th day of May 2004

RAH MORROW
Grand Scribe E