

J. H. GRAINGER



The  
Lodge of Peace and Goodwill  
No. 6010

By-Laws  
&

Honourable Understandings

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## INTRODUCTION TO 2nd EDITION

In 1988 stocks of the original Books of By-Laws became exhausted and the Lodge Committee then decided to take advantage of the necessary reprinting to revise the By-Laws in order to conform to the Model By-Laws issued from Grand Lodge.

In April 1988 a special Meeting was called by the Lodge Committee, to which all Members of the Lodge were invited, for the purpose of deciding on a number of points of procedure to be followed in the Lodge Room and at the Festive Board; these being points which had at various times caused controversy.

The Lodge Committee felt that decisions having been reached on all these points, the details should be recorded for guidance of present and future members.

Rather than produce a separate publication for these points of procedure it was decided to incorporate them in the new Book of By-Laws and combine them with the original Honourable Understandings laid down by the Founders. At the same time the original Understandings were also revised, partly to bring them up to date with changes which had occurred generally in the Craft, and to avoid unnecessary repetition or conflict with the additional points of procedure. In making these revisions every effort has been made to preserve the "spirit" of the originals, in respect to our Founders.

Whilst the "Honourable Understandings" may not appear in any standard Books of Ritual, or Ceremonial, it is considered by the Lodge Committee, that they are important in reflecting, and contributing to, the special "Character" of this Lodge, and should be adhered to, and preserved by, all our Brethren.

J. H. Grainger, P.Prov.G.Reg., Secretary.  
March 1990

## FOREWORD

The Lodge of Peace & Goodwill, No. 6010, was Consecrated on the 16th March 1945, and this date - together with our name - should ever remind us of the great task before Freemasonry throughout the ages.

For Peace in human life is but another name for our Fellowship one with another, but all fellowship springs first from Goodwill, and cannot exist without it.

So these our laws, as they govern the harmony within the Lodge, tell us also of the wider morality that is our most serious duty.

Peace and Goodwill ! but to verify our name,  
Peace from Goodwill shall ever be our aim.

So build we what the Great Architect designed,  
A Pattern of Fellowship for all mankind.

## FOUNDERS AND FIRST OFFICERS

W.M.	W. Bro. F. Wilson, P.M. 4560, 5650.
S.W.	W. Bro. W. G. Higham, P.M. 5650.
J.W.	Bro. T. Wood, 5650.
Treasurer	W. Bro. T. H. Dawson, P.M. & D.C. 43.
Secretary	Bro. E. Wilkes, 5407, 5846.
D.C.	W. Bro. F. S. Rawson, P.M. 1874, 4144, 5094, <b>P.A.G.D.C., P.Prov.G.W.</b>
S.D.	Bro. J. J. Penny, 5407.
J.D.	Bro. F. J. Nash, 3659.
Asst. Secretary	Bro. W. J. Aston, 5650.
Asst. D.C.	Bro. L. G. Higham, 5650.
I.G.	Bro. D. R. Farr, 5407, 5846.
Steward	Bro. J. S. Warren, 3659, 5846.
Steward	Bro. C. D. Ward, 3713.
I.P.M.	W. Bro. W. A. Jeffrey, P.M. 1946, P.Prov.G.Supt.Wks. (Western Div. S.A.)



## BY-LAWS

### PREAMBLE

The Members of the Lodge shall in all respects, abide by, and strictly conform to, the Laws and Regulations of the United Grand Lodge of England, as embodied in the Book of Constitutions.

### 1. Place and Date of Meetings

The Lodge shall meet at Moseley Masonic Hall, Alcester Road South, Kings Heath, Birmingham B14 6DT, and shall hold Regular Meetings on the third Fridays in the months of January, February, March, April, October, November, and December, at such hour as the Master shall direct. APR (INST) OCT DEC FEB

### 2. Election and Installation Meetings

The Master and Treasurer shall be Elected by Ballot at the Regular Meeting in February. The Master Elect shall be Installed at the Regular Meeting in March. \*

### 3. Election of Tyler

Subject to the provisions of Rule 113, Book of Constitutions, the Tyler shall be Elected by show of hands at the Regular Meeting in February.

### 4. Lodge Committee

The Lodge Committee shall consist of the Master, Wardens, Past Masters (of and in the Lodge), Treasurer, Secretary, and the other Officers of the Lodge, with the exception of the Tyler.

The Committee shall consider and report to the Lodge on all proposals for Membership, and on any matters specially referred to it by the Lodge.

Five Members of the Committee shall form a Quorum.

### 5. Audit Committee

The Audit Committee shall consist of two Members of the Lodge, who shall be Elected annually by the Lodge, by show of hands, at the Regular Meeting in February.

The Accounts shall be made up to the last day in February each year, and shall be presented to the Lodge, duly Audited, not later than the Regular Meeting in October.

A copy of the Accounts, and of the Audit Committee's Certificate that all balances have been checked, and the Accounts have been Audited, shall be provided to all Members before the Meeting at which they are to be presented.

## **6. Fees and Subscriptions.**

The Initiation Fee shall be as set out in . Appendix "A"

The Joining Fee shall be as set out in Appendix "B"

The Re-Joining Fee shall be as set out in Appendix "C"

Such Fees shall not include the Annual Subscription, but shall include such Dues as are payable to Grand Lodge and to Provincial Grand Lodge, together with any Taxes due thereon. Before becoming a Member a Candidate shall be informed of the total amount due.

The Annual Subscription, (except for Non-Dining or Country Members as provided for in By-Law No. 7.) due and payable in advance on 1st March each year, shall be of such amount as the Lodge shall from time to time decide, by Resolution, after due Notice on the Summons. The Secretary's services may, subject to Resolution by the Lodge after due Notice on the Summons, be deemed equivalent to payment of Subscription.

The Visitor's Fee at Dinner shall be of such amount as the Lodge shall from time to time determine, by Resolution, after due Notice on the Summons.

Any Member whose Subscription is unpaid for a period of one full year from due date, shall, after expiry of that period, be liable to be EXCLUDED from the Lodge, after due Notice, in accordance with Rule 181, Book of Constitutions.

ANY MEMBER WHOSE SUBSCRIPTION REMAINS UNPAID FOR A PERIOD OF TWO FULL YEARS FROM DUE DATE, SHALL, AT THE EXPIRY OF THAT PERIOD, CEASE TO BE A MEMBER OF THE LODGE. (RULE 148, BOOK OF CONSTITUTIONS).

## **7. Non-Dining or Country Membership**

Any member who for reasons acceptable to the Lodge, is not in a position to enjoy the privileges of the Lodge regularly, may, on written application to the Secretary, and by Resolution of the Lodge, be considered a Non-Dining or Country Member and shall pay an Annual Subscription of such less amount than that provided for in By-Law No. 6. as the Lodge shall from time to time decide by Resolution, after due Notice on the Summons. When attending the Lodge and Dining, such Member shall pay the current Visitor's Dining Fee.

## **8. Admission of Candidates**

The admission of Candidates for Initiation and Joining, shall be regulated by the provisions of Rules 157 to 166, Book of Constitutions.

On the Ballot for such Candidates, ONE Black Ball shall exclude.

## **9. Termination of Membership**

Any Member desirous of terminating his Membership of the Lodge, shall tender his Resignation in writing to the Secretary, or Orally in Open Lodge, in accordance with Rule 183, Book of Constitutions, and shall be entitled to the Certificate mentioned in Rule 175, Book of Constitutions, stating the circumstances in which he left the Lodge. Should he wish to Re-Join at any time, he shall be subject to the Rules relating to Joining Members.

## **10. Payments from Lodge Funds**

Payment of any sum exceeding that set out in Appendix "D", if for other than ordinary purposes, may be made only by Resolution of the Lodge, of which due Notice has been given on the Summons, except in cases of Emergency, when such payment may be authorised by the Master of the Lodge, and reported to the Lodge at the next Regular Meeting.

## **11. Amendment of Lodge By-Laws**

Except as otherwise required by Rule 141, Book of Constitutions, amendment of these By-Laws, or any of them, may be made only in the following manner:

a) Notice of Motion in writing, stating the precise Amendment shall be given in Open Lodge at a Regular Meeting.

b) The Motion shall be set out in the Summons for the next Regular Lodge Meeting, or for an Emergency Meeting summoned for the purpose, and shall at such Meeting be put to the Lodge. (An amendment of the proposed alteration may be moved and adopted at this Meeting).

c) A Resolution for Amendment, of which due Notice shall have been given as aforesaid, shall be carried if a majority of the Members voting shall vote in favour of it, but shall not be effective until approved by the Rt. W. Provincial Grand Master, on behalf of the Grand Master.

For this purpose 3 printed, or typed copies of the Amendment/s should be sent at once, with the Lodge copy of the By-Laws, to the Provincial Grand Secretary. These copies should be set out as specified under "Duties of Secretaries" in the Provincial Year Book.

The numbers of Rules in the Book of Constitutions quoted above, are as they appear in the 1989 Edition.

Should there be any objection to the introduction of a Candidate for Initiation, or a Brother for Joining or Re-Joining, it is recommended that such objection be mentioned privately, and in confidence, to the Master or Secretary of the Lodge, who may communicate with the Proposer, and give him the opportunity of withdrawing the application. Brethren are strongly exhorted not to resort to the use of the Black Ball at the Ballot without following the above recommended procedure.



## APPENDIX 'A'

### By-Law No.6. THE INITIATION FEE SHALL BE:-

£50.00 (Fifty Pounds)

LODGE OF PEACE & GOODWILL.No.6010.

The following Amendment to the Lodge By-Law No.6. Appendix "A" was Adopted and Confirmed, after due Notice on the Summons, at a Regular Meeting of the Lodge on the 17th February 1989:-

That the Initiation Fee be increased from £50.00 to £55.00

Approved: E.F.Hanson,  
R.W. Provincial Grand Master

Signed:

*Gaurnel Thomas*

C. Lawrence Thomas  
Provincial Grand Secretary

Date: 30 May 1990.

FOR 'A' 'B' & 'C'

17-2-89.



## APPENDIX 'B'

### By-Law No.6. THE JOINING FEE SHALL BE:-

£15.00 (Fifteen Pounds)

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LODGE OF PEACE & GOODWILL No. 6010.

The following Amendment to the Lodge By-Law No.6. Appendix "B" was Adopted and Confirmed, after due Notice on the Summons, at a Regular Meeting of the Lodge on the 17th February 1989.

That the Joining Fee be increased from £15.00 to £25.00

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APPENDIX 'C'

**By-Law No.6. THE RE-JOINING FEE SHALL BE:-**

£10.00 (Ten Pounds)

LODGE OF PEACE & GOODWILL No. 6010.

The following Amendment to the Lodge By-Law No.6. Appendix "C" was Adopted and Confirmed, after due Notice on the Summons, at a Regular Meeting of the Lodge on the 17th February 1989.

That the Re-Joining Fee be increased from £10.00 to £25.00.

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£50.00 (Fifty Pounds)

By-Law No.10. PAYMENT OF SUM EXCEEDING:-

APPENDIX 'D'

## ORATION

Given at the Consecration of the Lodge of Peace and Goodwill, No. 6010.,  
at the Masonic Temple, Kings Heath, Birmingham.  
on 16th March 1945.

by: W. Bro. Canon J. Grant Richardson, Provincial Grand Chaplain.

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Right Worshipful Provincial Grand Master and Brethren, we are met together this afternoon on a solemn and historic occasion. Solemn from the nature of our intention, and historic from the influence it will have on generations of our Masonic Brethren yet to be, for it is a task of Building.

Such a task is congenial to Masons, whether they be Operative or Speculative. To the former, their works are visible to men, to the latter they are invisible to the eye of nature, yet keenly perceived by that special insight which is the mark of the Speculative Mason. For these raise no structure of bricks and mortar, they have the nobler task of erecting a Spiritual Superstructure, compound of the noblest thoughts of Masonic hearts, and firmly cemented together with the Mortar of their highest aspirations.

It is in this mind that we hope to erect a building which shall be perfect in its parts and honourable to the builder.

At such time it is our custom to remind ourselves of those Masonic foundations on which all our Lodges are based, and from which they draw their stability. Our Ritual tells us that "Masonry is founded on the purest principles of piety and virtue", and so indeed it is. But let us not forget that to the ancient Brethren who formulated that Ritual, Piety and Virtue had a sacred and hallowed meaning. To us today Piety has an acquired meaning, it is unfortunately associated with that religious humbug of the drooping head and sidelong glance which honest and true men find hard to tolerate. To our ancient Brethren it meant nothing other than our whole Duty to God and Man. Piety means duty, and bearing that meaning it produced one of the greatest poems the World has ever seen - Virgil's Aeneid.

So Brethren, this duty, which comes of Piety, being our foundation, we remind ourselves today that at the centre of our Institution there will ever remain God.



We hail him as the Great Architect of the Universe, the Author and Centre of our being. We hail him as the Grand Geometrician of the Universe, whose words are a never ending source of wonder and admiration. To us he is the Most High. What we shall do this afternoon will be for His Glory, and for the Honour of His Most Holy Name.

He it is who also inspires us in our duty to Man. For we profess that in all relations with our fellow men, and specially with our Brethren, our thoughts and actions shall be shot through with feelings of Brotherly Love, Truth, and a desire to Relieve them in their afflictions and distresses. So, well defined in all Masonic Hearts, is our duty to Man.

Bearing in mind then these common foundations of our Brotherhood, let us now look at the superstructure. May I first of all congratulate you on the name you have chosen for it. In this Shell-riven World of today, where Humanity is reeling from the horrors it has seen and suffered, the name you have chosen brings us all the one thing that can bring comfort, solace, and hope. I mean Peace, for that is the name you will give your Lodge.

But Peace may well be a mirage, and an illusion, if it means for us but a cessation of the fighting, if it means that we retire into our Ivory Tower, or our own minds, there to pursue what other men have not. Peace can never be the peculiar possession of a select few, Peace is a desirable state for all men, therefore, there must be added the dynamic word - "Goodwill".

Even as the Angels at Bethlehem sang "Peace on Earth to Men of Goodwill" so to men of goodwill alone will come that most precious of all God's gifts to man. For it is men of Goodwill alone, who will, by their actions promote Peace, and by their words ensue it. And so in your Title you offer to Masonry in this Province, and to Masonry throughout the World, a glimpse of that better World which is yet to be.

Of you, may it ever be said - "Here is the Lodge of Peace, for it is fashioned and preserved by Men of Goodwill."

## ORATION

Given at the Consecration of the Banner  
of the Lodge of Peace and Goodwill, No. 6010  
on the 15th May 1945 by :-

V.W. Bro. Rev. P. Scott-Warren, Past Provincial Grand Chaplain

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V.W. Bro. Deputy Provincial Grand Master, and Brethren,

My task has been made so much easier because of the eloquent way that the general subject of the Banner has been covered by the W. Bro., the Assistant Provincial Grand Master, and I have only to speak about the two Symbols that represent the name of your Lodge.

Both are ancient Symbols, but I feel that the Artist Brother who designed your Banner has seen a vivid message for today, and it is of this I want to speak.

First, the actual Symbols. The "DOVE WITH THE OLIVE BRANCH" has always represented Peace, and I would like to read from the Volume of the Sacred Law how it first came about. It is the Legend of the Flood, and I am reading the latter part of it.

GENESIS, Chapter VIII, verses 6 to 11.

Brethren of the Lodge of Peace and Goodwill, in the days to come may it ever be remembered that your Lodge came into being when the waters were abating of the great Flood of Evil that has poured over this fair Earth, and poor tortured humanity had a promise of it's longed-for peace.

So too, the "CLASPED HANDS" as a Sign of Fellowship, comes from the far off days, when men walked abroad, each one armed against his fellow.

There was no goodwill, but only suspicion, when the law of the Jungle held sway in human life, and a hand raised in Salute was meant to show that the Sword hand was empty of it's weapon.

Then for men to clasp hands was a perfect sign of goodwill, for both were reaching out in trust. These two are the Symbols of your Banner, and now I should like to take their meaning a step further.

Please God we are seeing the first faint glimmerings of the dawn of a new age of Peace and Goodwill. If we didn't believe it, if we couldn't believe it, life would be worthless. But many of us, who look back over a quarter of a century, can remember how we dreamed those dreams, and hoped these same hopes, and knew only disappointment. May I suggest one reason - that we thought Peace would come automatically, and without any effort on our part as soon as the fighting stopped.

But there was no peace, because the hatreds and suspicions and kindred Evil let loose during the War were still in existence.

An unkempt Garden gives us an illustration of our state, for when the weeds are allowed to flourish unchecked, every Gardener knows the unhappy result - "One years seeding - Seven years weeding." We are terrified of making the same mistakes today, but are we clear eyed enough to avoid them.

And because to a greater or lesser degree, we all shared in that old-time failure, we can all understand, I think, why Grand Lodge bids us, anxiously and urgently, to be careful about the men we shall admit to our Order, when the rush of applications come, as it came a quarter of a century ago. I am not hinting that we were all unworthy men, but I do know, from my own experience, how easy it was to slip into the misunderstanding of Masonry. We found ourselves drawn into this amazing Fellowship, this wonderful Unity, that oversweeps all human divisions - "Brother to a Prince or a Beggar, if he be worthy." and we were blissfully content to enjoy it. We knew the haunting, appealing beauty of our Ritual and Working, and we had no desire to look any deeper into the meaning of the Craft.

Yet all the time the very Symbolism of our name should have taught us better.

We are Masons because the Great Architect of the Universe has called us to do a job for Him, in remaking and reshaping human life according to HIS plan. And everything else in Masonry grows out of that.

Brethren of the Lodge of Peace and Goodwill, when you examine the qualifications of the men you would admit to your fellowship, to range with you under your Banner, make sure that they are men of Goodwill because they are men of God. If mankind attempts to build the coming new age while leaving out any thought of God and His plans, what a ramshackle erection it will be.



## ORATION

Given at the Dedication of a new Lodge Banner  
of the Lodge of Peace and Goodwill, No. 6010  
on the 18th November 1988 by :-

W.Bro. Rev. P. T. B. B. Lutton, P.Prov.G.Chaplain, Acting P.G.Chaplain

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Rt. Worshipful Provincial Grand Master and Brethren,

The medieval Wars, the Crusades, the bothers of the Reformation, had made men weary of squabbling. Again, men of note and learning had attended Masons' Lodges since the time Prince Edwin in the 10th Century attracted by the deep symbolism, and the harmony they found in these Lodges. So war-weariness on the one hand, and the vision of fraternity on the other, led to the formation of the Grand Lodge of England in 1717, walking the middle path of wisdom and charity, in peace and goodwill.

Still maintaining, pure and unsullied, the Masonic ideal - the Brotherhood of man, under the Fatherhood of God - this Lodge of Peace and Goodwill was consecrated on the 16th March 1945, and the first Banner was consecrated on the 15th May 1945. Tonight we join together in the Consecration of this replacement Banner, hand made by the Nuns at a Convent in Calcutta. So, gathering up the past - and what memories it contains for us ! - we face the future with the vision bright before us, let circumstances bring what they may.

In the heart of the Lodge, and in the centre of the Banner, Peace and Goodwill are symbolised by the Dove bearing an Olive Branch, and by Clasped Hands. The Dove represents harmlessness and innocence, and is the opposite of hard aggressiveness. Again, Olive trees take so long to mature that, in themselves, they represent patience and a peaceful environment. Then, for many Centuries the un-gloved hand was taken as a kind of insult, except among those who were on terms of great friendship. It is difficult for us, in our day, to realise what an act of faith and trust was involved in reaching out to grasp the hand of another in goodwill.

These central symbols are surrounded by four symbols so well known among Masons that they need not detain us now.



Speaking of the Banner as depicted on the Summons and Order of Procedure, let us turn our attention to the Gourds, the Bottle Gourds on either side of the Sprig of Acacia. These remind us of the Book of Jonah, in the Volume of the Sacred Law. Jonah had been sent by God to preach against Nineveh, and to announce its coming destruction. We find him sitting in a booth, sheltered from the heat of the Sun, by a Bottle Gourd growing over a framework, and he was anticipating, with some pleasure, the catastrophe about to overtake the City.

The narrative continues :-

At dawn the next day, at God's command, a worm attacked the Gourd and it died. After the Sun had risen, God sent a hot East wind, and Jonah was about to faint from the heat of the Sun beating down on his head . . . so he wished he were dead.

But God said to him, "What right have you to be angry about the Plant?"

Jonah replied, "I have every right to be angry."

The Lord said to him, "This Plant grew up in one night, and disappeared the next. You didn't do anything for it, and you didn't make it grow, yet you feel sorry for it ! How much more then, should I have pity on Nineveh, that great City. After all, it has more than 120,0% innocent Children in it, as well as animals !"

So the Gourds remind us that our peace and goodwill must extend beyond our Brethren in Freemasonry, and even include the biosphere.

Thanking the Great Architect of the Universe for that peace and goodwill, which alone enables us to survive, and acting in conformity with the principles of the Craft, we press on into the years ahead, ever remembering to discharge our duty to Him with fervency and zeal.

**HONORABLE UNDERSTANDINGS AGREED BY THE FOUNDERS  
24th OCTOBER 1945,  
AND POINTS OF PROCEDURE AS RECOMMENDED TO BE  
FOLLOWED IN THE LODGE AND AT THE FESTIVE BOARD  
AGREED BY THE LODGE COMMITTEE 18th APRIL 1988**

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1. Ritual is to be as the Revised Edition of EMULATION RITUAL, issued in 1986, but incorporating amendments as recommended for use in the Province of Worcestershire. Signs to be "Cut" after the Candidate has sealed his Obligation on the V.S.L.
2. The Installation of the Master Elect shall be by the Antient, Full, or Extended Working of a Board of Installed Masters.
3. Books of Ritual shall not be used by Brethren taking part in Ceremonies in the Lodge Room.
4. Th D.C., or in his absence the Asst. D.C., under the overall authority of the Master, shall be in charge of all proceedings. Any changes found necessary due to the absence of Officers etc. shall be arranged through him.
5. Any Officer, or other Brethren due to perform work in Lodge, finding themselves unable to attend, or otherwise undertake the work, should inform the Master, Secretary, or D.C., at least seven days (except in emergency) prior to the Meeting concerned. Delegation of such work must be arranged in accordance with Rule 4 above.
6. The V.S.L. shall be placed on the Pedestal so as to be read by the Master, the Sq. & C's. being placed on the Book with the Sq. facing the Master.
7. The Procession entering the Lodge shall consist of :-  
the A.D.C., two Deacons, two Wardens, the Master, and, if present, the Provincial Representative and Grand Officers, followed by the D.C.  
The procession being led by the Tyler.  
On leaving, with the Tyler leading, the Procession shall consist of :-  
the A.D.C., Deacons, Master, Wardens, Provincial Representative, Grand Officers, Provincial Grand Officers, Visitors, then Members of the Lodge.  
The Procession for leaving shall form up during the singing of the Closing Ode.  
The D.C. follows the Procession.

8. At the signing of the Minutes the following form to be used :-

Secretary addresses the Master - "W.M., the Minutes as recorded."

W.M. addresses Brethren, "Brethren, you have heard the Minutes of our last Regular Meeting, as recorded by Brother Secretary, if you were present on that occasion and deem them a true and proper record of what then took place and worthy of confirmation, please signify in the manner usually known among Masons - to the contrary."

If no comment, the Master addresses the Secretary, "Brother Secretary, the Minutes are confirmed and I will sign them."

9. The Master has the right to delegate the Charge, Presentation of Working Tools, explanation of Tracing Boards, Lectures, and address to initiates, to whom he wishes.
10. On admission of Visitors, Brethren of the rank of Installed Master and above will be met by the D.C., other Visitors will be met by the A.D.C. Members of the Lodge (except Grand Officers) need not be met.
11. When escorting Brethren around the Lodge, they should be "led" not taken by hand, exception may be when Brethren are "re-admitted" during Installation Ceremonies, when it might be preferable for the Installing Master to take inexperienced Brethren, i.e. E.A.s or F.C.'s by hand to their places.
12. On Installation evenings the D.C., or A.D.C. should ascertain if any F.C.'s are attending, check with them, and, if necessary, explain and demonstrate the "Greeting" they will give on their re-admission to the Lodge.
13. Visiting Brethren should be seated to the Right of the Master in order of seniority. Brethren of the rank of Installed Master and above may, at the discretion of the D.C., be invited to join the Past Masters of the Lodge in the South East part of the Lodge. If the Provincial Grand Master is present, Brethren who have received Provincial Honours or Promotion in the current year should be seated on his right in order of seniority.
14. The D.C. (or A.D.C.) shall not take part in Perambulations during Ceremonies, but will join the Deacons at the Master's Pedestal for Obligations.



15. The D.C., A.D.C., and Deacons, shall carry their Wands at all times except when the Deacons are attending to Tracing Boards, or when carrying the Minute Book to and from the Master for signing. Except when standing for long periods Wands should not be rested on the floor, and should not be used to point or move a Candidate's feet etc. During an explanation of the Second Tracing Board (which is placed flat on the floor) a wand may be used to improve the explanation of details.
16. When "Salutes" are given they should be "Silent". If all those being Saluted are seated in the East, the D.C. stands in the centre of the room facing East, but when those included in Salutes are seated South or West, the D.C. should stand in front of the Secretary's table, facing South, able to see and include all as appropriate.
17. When the Provincial G.D.C. is present, and has conducted Salutes, on completion the Lodge D.C. shall call the Brethren to salute the Prov.G.D.C., and should bear in mind that he will most probably be of Grand Rank.
18. Work performed by Brethren should not be specially praised or commented on by the Master in the Lodge Room. Should he consider some work of special merit, then he may indicate this at the Festive Board.
19. When answering the Master during the Opening and Closing of the Lodge, the Wardens should not stand to "Order", but do so when making reports, propositions, or similar addresses to the Master. When making Reports once the Lodge is Open, the Inner Guard should step onto the Mat.
20. Except where a Ceremony specifically requires otherwise, the Lodge shall be "Squared".
21. The Ballot for a Candidate for Initiation or Joining shall take place behind a screen, not by passing the Ballot Box round the Lodge. In the event of a Black Ball being found in the Box, the Master may, if he chooses, presume an error and order a second Ballot. No further Ballot may take place if this fails.
22. If a Warden vacates his Chair for a short period, i.e. during a Ceremony, it need not be occupied by anyone else, but if vacated permanently it shall then be occupied by a Brother of equal, or senior rank.
23. During the presentation of Working Tools, they should, when describing their Speculative significance, be handled in order to improve their explanations.



24. During Installation Ceremonies the Working Tools shall not be presented in full.
25. During Installation Evenings the Lodge shall be "Resumed" when closing from the Third and Second Degrees.
26. During any Ceremony at which an Obligation is taken the Candidate shall not wear Gloves, and the Master, Senior and Junior Wardens shall remove theirs. Removal of Gloves otherwise shall be at the Master's discretion.
27. At the end of Initiation Ceremonies the Candidate shall be presented not only with copies of the Book of Constitutions and Lodge By-Laws, but also with copies of the Booklet "Information for Guidance of Members of the Craft" and Booklet "Information on Masonic Charities".
28. Following completion of an Initiation Ceremony the candidate shall be seated on the immediate right of the Worshipful Master; and during the Closing shall be placed in the South West corner of the Lodge Room where the Brethren leaving can "Greet" him.
29. During the Third Degree Ceremony no part of the S...t shall be covered, and the Oration at the H. of the G. shall always be given if possible.
30. The Secretary of the Lodge of Instruction shall give the Report on the L.O.I., and no reference to "Rehearsal" shall be made, the L.O.I. not being a Lodge, or Class of Rehearsal.
31. Stewards should sit in the North West part of the Lodge unless sufficient Visitors are present so as to fill that area, in such event the Stewards should sit in the West, to the left of the S.W. Other junior Brethren not in Office should sit in the South West to the left of the J.W.
32. Brethren should not talk between themselves, comment audibly, leave their seats unnecessarily, or otherwise disturb proceedings during Ceremonies, or when formal Business is being conducted. The D.C. should ensure that this is observed.

## AT THE FESTIVE BOARD

1. As in the Lodge Room, proceedings at the Festive Board shall be in the charge of the D.C., or in his absence, the Asst. D.C. When necessary for him to Gavel, he should do so by using the Master's Gavel, he must not take a Gavel for his own use.
2. Seating at table shall follow the same rules of seniority as in the Lodge Room, the Initiate being seated at the Master's right after Initiations.
3. The Secretary, knowing details in advance of those attending, shall prepare a seating plan for the use by the Senior Steward, ensuring that Visitors are seated with their Hosts, and that Stewards are distributed at various tables.
4. GRACE, and RETURN of THANKS, having no mandatory form of wording, should be kept short and simple. Long "flowery" forms being unnecessary and time wasting, as a guide the following, or similar is quite adequate :-  
GRACE - "For what we are about to receive, may T.G.A.O.T.U. give us grateful hearts."  
RETURN of THANKS - "For what we have received, may T.G.A.O.T.U. make us truly thankful, and keep us ever mindful of the needs of others."
5. The taking of wine is the privilege of the Master, who should if possible, provide the D.C. beforehand with details of his intentions. The D.C. may commence at any time once the meal has started, timing items to fall between courses, and must finish before the Formal Toasts begin. Whilst the taking of wine is a pleasant custom, it should be kept in moderation, particularly on Installation nights, bearing in mind the necessarily long proceedings, and the comfort of the Provincial Team, who have to attend many such proceedings. It is not necessary for Waitresses to leave the room during wine taking. Brethren should not call out for permission to join, or to do so, unless invited by the Master.
6. Wardens must always stand to the Gavel, and remain standing during Toasts, or when the Master addresses the Brethren, and during the Charity Appeal. They may sit down during responses to Toasts.

When Wardens give Toasts, they should do so from their own position at table. The Warden not making the Toast should remain standing, and should not be told to sit. If the Toast is thought to be so long as to weary the standing Warden, then it will probably weary everyone else. Other Brethren giving Toasts, or otherwise addressing the company, should move away from the table to a point at which they can be seen easily by all present.

7. When addressing the meeting, long preamble naming all Rulers, Past Masters, Officers etc are unnecessary. It is sufficient to simply commence, "W.M., Brother Wardens and Brethren". If a Ruler, such as the Prov.G.Master, is present he may be named following the W.M.
8. Brethren making any address should not attempt to appear witty by resorting to "Blue", Profane, Religious, Racial, or "Sick" Jokes or Stories. Should anyone, Member or Visitor be unwise enough to do so, the Master or D.C. should not hesitate to let them know that it is not appreciated in this Lodge.
9. When expressing approval, one "Knock" is sufficient, continuous knocking is unnecessary and is incorrect.
10. Remembrance of Absent Brethren should not be made as a Toast. It is sufficient for the Master to Gavel, rise, and say, "Brethren, let us remember Absent Brethren," possibly coupling with this the names of any Brethren absent through illness etc. This does not have to be precisely at 9.00 pm, it should not interrupt the formal Toasts, and there is no "Fire".
11. Formal Toasts can begin as soon as possible after the meal is finished and Return of Thanks has been said, after which the Master and Brethren resume their seats. The Master then Gavels and announces that one verse of the National Anthem will be sung (unless the National Anthem has been sung earlier in the Lodge Room). He then leads the Loyal Toast and usual "Fire".

Other Formal Toasts can follow as quickly as reasonably possible. The Provincial Team usually leave immediately after the Master's Toast and will appreciate the opportunity to get away early.

The Provincial G.D.C. will liaise with the Master and Lodge D.C. in respect of Toasts involving the Provincial Grand Master or other Ruler presiding, and will attend to the Gavel at such times.

If Toast No. 5 to Provincial Grand Lodge is delegated, the Brother concerned should not resort to long, flowery or fulsome praises, such are not expected or welcomed. Brief, sincere thanks to Prov. Grand Lodge will be appreciated.

The abbreviated Toast "Rulers Supreme and Subordinate" may be used providing no Rulers are present. If the Provincial Representative is present it cannot be used. Any Grand Officer member of the Lodge should be asked for his agreement before making the Toast.

The Master may give permission for the Charity Appeal to be made between Toasts 5 & 6. Otherwise no other business should interrupt the Formal Toasts. Waitresses must not be allowed in the room during Formal Toasts.



12. Toasts to the Master and Visitors may be delegated by the Senior and Junior Wardens respectively, subject to the Master's agreement, but the Wardens should stand during them.

The Lodge Secretary should provide the Master or D.C. with a list of Visitors, including their Names, Lodge details etc. from which the Master may choose the Visitor to respond to the Toast, the D.C. warns the Visitor accordingly. The number responding will depend on the total number of Visitors, one should suffice for up to 20 present, three should not be required, it only prolongs the proceedings unnecessarily.

13. On Past Masters' Nights the P.M.'s taking the Wardens' Chairs in Lodge also occupy them at Dinner, and propose Toasts 6 & 7. It is customary for P.M.'s to serve at table, but this must depend on the number available, and does not absolve the regular Stewards from ensuring the comfort and well-being of Members and Visitors.

14. The Senior Steward, or in his absence the next senior, is responsible for seeing that all Brethren receive their dues. He should also bear in mind costs to the Lodge, ensuring that refreshments are not wasted or abused. Wine bottles or beer cans etc. should not be placed, or left on tables. The Senior Steward shall maintain proper Stock Records and make Report at the Meeting of the Lodge Committee following the Lodge Meeting so that the Committee can control the Dining Fees properly.

At the end of the Lodge Year the Senior Steward shall provide the Secretary with a properly costed Stock Sheet for purposes of the Lodge Inventory.

The Senior Steward should arrive sufficiently early to put out Place Cards at table so preventing confusion when Brethren come to Dinner.

15. Should any entertainment be provided on special occasions it may, at the Master's discretion, be introduced between Toasts 6 & 7. The same rules apply as for 8 above, so no offence is caused.
16. Should Ladies be invited to join the Brethren at Dinner following the Lodge Meeting, then no Masonic business can be taken, the evening being treated simply as a Social Event. Should any "Raffle" or other voluntary appeal be made for Charity, then the formal appeal should be made in the Lodge Room, not imposing on Visitors in addition to other collections.

17. It is customary for only the Master's and Entered Apprentice's Songs to be sung at the Festive Board. Other Masonic Songs may only be introduced at the Master's discretion, and should be kept in moderation.
18. Any Brother who has signified his intention to attend a Meeting and subsequently finds he cannot do so should notify the Secretary at least three clear days prior to the Meeting. Failure to do so (except in genuine emergency) will result in the Brother being liable for the net Meal cost involved.

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## OTHER LODGE FUNDS

The Founders of the Lodge established separate "Reserve" and "Benevolent" Funds (items 10 and 11 respectively in the original By-Laws). These Funds, being purely "Domestic" to the Lodge, are outside the scope of the former By-Laws and are now separated from them. At the same time, as these funds were and still are, for charitable purposes only, for simplification of Banking and Administration they are now combined into one "Reserve and Benevolent Fund".

### RESERVE and BENEVOLENT FUND

Established from payments from the Founders' Fees, and by transfer from Initiation and Joining Fees. The Fund may be augmented by Donations, also by transfer of monies from the Lodge Charity Fund provided that in the latter case it is by Resolution of the Lodge, after due Notice on the Summons.

The Fund shall be used for charitable purposes only, including Relief to Past and Present Members of the Lodge, and their Dependants, who may apply for assistance.

The Trustees shall be two Members of the Lodge, Elected by show of hands at the Regular Meeting in February each year.

Payments from the Fund shall be by Resolution of the Lodge, after due Notice on the Summons, except in Emergency, when the Master may authorise payment of up to £50.00 (Fifty Pounds), such payment to be reported to the Lodge at the next Regular Meeting.

### SPECIAL FUND

Established by payments of Donations and Collections other than those for charitable purposes, the Fund shall be used for payments for any purpose approved by the Lodge by Resolution, after due Notice on the Summons stating the purpose for each payment.

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The administration of the above Funds shall be strictly in accordance with Rule 153, Book of Constitutions.

# SUBSCRIPTIONS

DATE	COMM. FULL	COUNTRY MEMBER
1968	£10-10-0	£2-2-0
71	10.50	4-20
75	15.00	-
78	20.00	8-00
81	40.00	15.00
82	-	25.00
84	50.00	-
85	-	30.00
87	52.50	-
89	55.00	40.00
91	60.00	-
92	65.00	45.00

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