

THE ORDER OF  
**Royal Arch Masons**  
OF  
ENGLAND

---

---

**BY-LAWS**

(Revised 1934)

FOR THE GOVERNANCE OF THE

**Provincial Grand Chapter**

OF THE

**Province of Worcestershire.**

---

CONSECATED 1882.

---

SETH SMITH SOMERS, P.G. Treas., *Grand Superintendent.*

---

KIDDERMINSTER :

G. T. Cheshire & Sons, Ltd., Coventry Street,

1935.

# BY-LAWS

OF THE

**Provincial Grand Chapter**

OF

**ROYAL ARCH MASONS**

OF THE

**Province of Worcestershire**

---

UNDER THE AUTHORITY OF THE SUPREME  
GRAND CHAPTER OF ENGLAND.

---

## **Annual Convocation.**

1. The Annual Convocation of the Provincial Grand Chapter shall be held at such time and place as the Grand Superintendent shall direct, and the entertaining Chapter or Chapters shall place at the disposal thereof, their Chapter Room and effects, free of charge.

## **Special Convocations**

2. The Grand Superintendent has power to convene a Special Convocation of the Provincial Grand Chapter whenever he may think fit. The reason for convening such Convocations shall be expressed in the summons, and no other business shall be entered upon.

**Election of Treasurer.**

3. At the Annual Convocation the Treasurer shall be elected (if more than one nomination by ballot) and the Officers appointed; on such election and appointments they shall be duly installed and invested. Nominations for the Office of Provincial Grand Treasurer must be in writing, and reach the Provincial Grand Scribe E., not less than SEVEN days prior to the date of the Annual Convocation. In case of a vacancy in the Office of Provincial Grand Treasurer by death or otherwise, the Grand Superintendent shall appoint a Companion to act until the next annual Convocation.

**Appointment of Officers.**

**Nomination of Treasurer.**

**Vacancy in Office of Treasurer.**

**Fees of Honour.**

4. The fees to be paid by Provincial Grand Officers, and by Companions appointed to Past rank, shall severally be as under; such fees shall be paid on acceptance of the appointment to the Provincial Grand Treasurer:—

	£	s.	d.
Second Provincial Grand Principal ...	3	3	0
Third Provincial Grand Principal ...	2	2	0
Provincial Grand Scribe E. ...	1	11	6
„ Grand Scribe N. ...	1	11	6
„ Grand Treasurer ...	1	11	6
„ Grand Registrar ...	1	11	6
„ Grand Director of Ceremonies ...	1	11	6
„ Principal Grand Sojourner ...	1	11	6
„ 1st Assistant Grand Sojourner ...	1	11	6
„ 2nd Assistant Grand Sojourner ...	1	11	6
„ Grand Sword Bearer ...	1	1	0
„ Grand Standard Bearer ...	1	1	0
„ Assistant Grand Director of Ceremonies ...	1	1	0
„ Grand Organist ...	1	1	0
„ Assistant Grand Scribe E. ...	1	1	0

An Officer shall not be chargeable on reappointment or on promotion to a higher rank, except for any difference in the amount of the fee for higher rank.

**Property of  
Provincial  
Grand  
Chapter.**

5. The Regalia, Clothing, Insignia and Jewels, etc. belong to and are the property of the Provincial Grand Chapter, and are in the care of the Provincial Grand Director of Ceremonies, who shall prepare a signed inventory of the same and forward it to the Provincial Grand Scribe E. prior to the Annual Convocation of Provincial Grand Chapter for inclusion on the Minutes. Every Provincial Grand Officer for the time being shall be responsible for the safe custody of the Jewel of his Office and shall return it prior to or at the Annual Convocation of the Provincial Grand Chapter to the Provincial Grand Scribe E. failing which, and in the absence of a reason satisfactory to the Provincial Grand Chapter, he shall pay a fine of One Guinea.

**Right to  
Address  
Chair.**

6. None but Members of the Provincial Grand Chapter shall be at liberty to address the Chair, or Vote on any subject. No motion other than by the Grand Superintendent shall be brought forward by any Member, unless he shall have sent at least THREE WEEKS previously, to the Provincial Grand Scribe E., a copy of his proposed resolution.

**Notice of  
Motion.**

**P.G.C.  
Monies.**

7. All monies belonging to and under the control of the Provincial Grand Chapter, and receivable by payment from the several Chapters, fees of Office, and other sources shall be sent to the Provincial Grand Treasurer, who shall forthwith deposit them in such bank as shall be agreed in Provincial Grand Chapter, in the name of the Provincial Grand Chapter of Worcestershire.

Expenses of  
P.G.C.

The Provincial Grand Treasurer shall out of such monies, defray the necessary current expenses, and make such payment as Provincial Grand Chapter may direct for the purpose of maintaining the dignity of the Provincial Grand Chapter.

Payments.

All payments shall be made by cheque which shall be signed by the Provincial Grand Treasurer.

Audited  
Accounts.

The accounts shall be audited annually by two members of Provincial Grand Chapter, who shall be appointed at the Annual Convocation. They shall sign the accounts and may report to the Grand Superintendent on any matter connected therewith.

A copy of the audited accounts shall be sent to each member of the Provincial Grand Chapter with the notice summoning the Annual Convocation, and to the Scribe E., of every Chapter in the Province.

The Provincial Grand Treasurer shall present the audited accounts at the Annual Convocation of the Provincial Grand Chapter.

Installation  
Return.

8 The First Principal of every Chapter in the Province shall upon his Installation, forthwith cause a return to be made and forwarded to the Provincial Grand Scribe E., and the Officers of the Chapter then appointed, in accordance with the form provided by the Provincial Grand Chapter, accompanied by a copy of the Annual Statement of the Accounts of the Chapter.

**Annual  
Return.**

**Quarterage.**

9. The First Principal of every Chapter in the Province shall, on or before the 1st day of February in each year, cause a return, signed by himself and Scribe E., to be made and forwarded to the Provincial Grand Scribe E., stating the names in full of every member of his Chapter who has been on the Register for any part of the past 12 months ending December 31st, together with his residence, profession or occupation, distinguishing the Officers, Past First Principals with the dates of Installation, Exaltations and Joinings, and in respect to Joining Companions, the names and numbers of the Chapters in which they were exalted, and at the same time remit to the Provincial Grand Treasurer the following dues, viz., Threepence per quarter, or part of a quarter for every such member for the past year ending December 31st.

No payment shall be made for members in arrears.

**Registration  
Fees.**

The following Fees shall also be payable to the Provincial Grand Chapter :—

	£	s.	d.
For Registering a new Chapter ... .. (plus Provincial Expenses for Consecration)	1	1	0
For Registering By-Laws ... ..		5	0
.. .. Amendment of By-Laws ... ..		5	0
.. .. Dispensation ... ..		5	0
.. .. Exaltation ... ..		2	6
.. .. Joining ... ..		1	6

**Failure to  
Make  
Returns.**

10. Any Chapter failing to make such returns and payments by the 1st day of February, and not submitting an explanation satisfactory to the Provincial Grand Chapter, shall pay a fine of One Guinea.

**Duties of  
Scribe E.**

11. The Provincial Grand Scribe E. shall issue summonses to all Members of the Provincial Grand Chapter not less than Fourteen days prior to a Convocation of the Provincial Grand Chapter, in such summons shall be stated all matters of business to be transacted. He shall also keep a Register of the Present and Past Officers of the Provincial Grand Chapter, and shall enter into a minute book all records that may be committed to writing.

**P.G. Janitor.**

12. The Provincial Grand Janitor, when summoned, shall attend the Convocation of the Provincial Grand Chapter, and when so attending shall receive the sum of One Guinea, and be paid his travelling expenses to and from the place of meeting on each occasion. He shall see that all Companions have on their proper clothing and jewels and sign their names in the attendance book, or on the admission slip, before entering the Chapter.

**Summons of  
Subordinate  
Chapters.**

13. The First Principal of each Chapter shall cause to be forwarded to the Grand Superintendent, the Provincial Second and Third Grand Principals, and the Provincial Grand Scribe E., a copy of each summons issued for every convocation of their Chapter at the same time it is forwarded to the Members, and it shall be preserved by the Provincial Grand Scribe E.

**Provision of  
R.A.  
Regulations.**

14. Every newly installed First Principal shall be provided by his Chapter and presented with, the Grand Chapter Royal Arch Regulations, and the By-Laws of the Provincial Grand Chapter and of his Chapter. A copy of the Royal Arch Regulations, together with the By-Laws of the Chapter, shall be presented to each candidate on his exaltation.

**P.G. and  
Chapter  
By-Laws.**

**Alteration  
of By-Laws.**

15. These By-Laws shall not be altered or added to except at a Provincial Grand Chapter properly convened, in which the alterations or additions are clearly set forth on the Agenda.

---

These By-Laws were approved and adopted at a Convocation of the Provincial Grand Chapter of Worcestershire held at Worcester, September 28th, 1934.

*Signed,*

Approved, September 8th, 1934.

SETH SMITH SOMERS,  
*Grand Supt. of Worcs.*

T. H. WINTLE,  
*Prov. Grand S.E.*

Approved by the M.E. First Grand Principal,

P. COLVILLE SMITH,  
*Grand Scribe E.*

4th March, 1935.