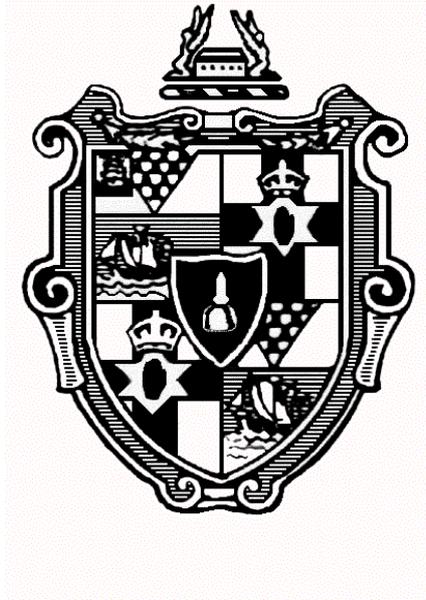


# *Provincial Grand Lodge of Antrim*



**Guidance Note**

**for**

**Lodge Representatives**

**to the**

**Committees of Inspection**

August 2015

The following is intended as guidance for members of the PGL Committees of Inspection, however it is recommended that all members of the Committee of Inspection make themselves acquainted with PGL Bye-laws 2015, 45-57, and Grand Lodge, Laws and Constitutions 2011, dealing with the Committee of Inspection, which are definitive and binding.

### **Duties of Committees**

GL Law 77 states as follows; “it shall be the duty of Provincial Committees of Inspection to decide on the eligibility of Candidates in their respective Provinces or Districts in accordance with such Regulations as shall be approved by Grand Lodge.”

### **Proposal of a Candidate**

The Lodge Representative or his Proxy must be present at the meeting for which the Lodge’s Candidate has been listed to give a report on the Candidate; after he has given his report to the Committee he will conclude by saying “I now put this matter in the hands of the Committee”

If the Lodge Representative is not present the Candidate will be adjourned to the next meeting of the Committee.

**If the Representative or his Proxy is not present at the next meeting**, to which the Candidate has been adjourned, then the application will be returned to the Lodge, and the Candidate’s name will have **to be re-submitted**, as if for the first time, i.e. the application form, together with the **Committee of Inspection fee**.

### **Acceptance / Rejection of a Candidate**

A minimum of **two good reports** is required before the Committee will approve a **Candidate**.

If the **Lodge Representative knows the Candidate personally** his recommendation shall count as **one good report**. However if the Candidate is not known to him personally, it will be necessary for at least two other members to be able to give favourable reports.

A Clearance from **another Committee** of Inspection will suffice as **one good report**

Should there not be the required number of good reports then the Candidate will be adjourned to the next meeting of the Committee.

A sub-committee of at least two Brethren from the Committee will be delegated to make enquiries about the Candidate, both general and specific, and give their report to the next meeting.

If, at this stage the reports are all good then the Candidate will be dealt with as normal.

In the event that there is **one adverse report**, then the Candidate will be rejected, as per Grand Lodge Decision 48B 2011.

A Brother who has been **granted a demit** and **seeks to rejoin** shall be treated as if he were a candidate for initiation, as per PGL By-Law 55.3.

### **Affiliation from another Constitution**

These require two good reports

Affiliations within the Irish Constitution need not be referred to the Committee.

### **Enquiry**

These require only one report. In the event of an adverse report, then the enquiry will be returned not recommended.

### **First Entries**

These Candidates are members of the Security Forces and, as such, every effort must be made to keep their home address confidential. The area in which they reside will be announced at the meeting when their name first appears on the list, and only those Representatives who are capable of making a proper enquiry, should note the address. No consideration is given to these Candidates at this stage. Their names (again no home address is shown) will be transferred to the Candidates section on the next circular.

### **Withdrawn**

In the event of the name of any candidate being withdrawn or rejected by either District Committee, it shall not be again submitted to either District Committee for at least six months. (GL, L&C 2011, rule 82, page 29)

### **Non-resident Candidates**

In the case of a Candidate not residing close to the Lodge he is seeking to join, then a letter of recommendation from a Lodge close to his residence, will count as one good report as will a letter from another Committee of Inspection, GL Laws & Constitutions Law 131/133 refers.

### **GL L&C 2011, B of GP**

Grand Lodge Decision 48b, which reads as follows.

“At a Committee of Inspection, any objection to a Candidate must be such that he might be considered unfit for Freemasonry in general. The Committee’s decision shall be by open voting, **one adverse vote to exclude**.

If someone has an objection it is recommended that he communicate with the Secretary of the Committee who may ask him to meet the Lodge's Representative beforehand for private discussion"

## **PGL Bye Laws 2015**

### **45 District Committees**

There shall be two District Committees of Inspection. Subject to the power of the Provincial Grand Master or his Deputy to vary the place, date, or time of meetings the Committees of Inspection shall meet as follows:-

South Antrim Committee of Inspection shall meet in Whiteabbey Masonic Centre on the fourth Wednesday in January, February, March, April, May, June, September, October and November, and the second Wednesday in December each year, and shall have jurisdiction over candidates from all Lodges meeting in that portion of the City of Belfast within the Masonic Province of Antrim, also from all Lodges in the Lisburn, Dunmurry, Carrickfergus, and Ballyclare Inspectoral Districts together with Lodge 160 Templepatrick , and all Lodges in the Larne Inspectoral District excepting Lodge 45 Glenarm and Lodge 216 Carnlough.

The North Antrim Committee of Inspection shall meet in the Ballymena Masonic Centre on the third Friday in January, February, March, April, May, June, August, October, November, and December each year and shall have jurisdiction over candidates from all Lodges in the Ballymena, Ballymoney and Portrush Inspectoral Districts excepting Lodge 160 Templepatrick, but including Lodge 45 Glenarm and Lodge 216 Carnlough.

Any new Lodges which may hereafter be constituted, in the Province of Antrim shall be placed in such Group as the Provincial Grand Master or his Deputy may decide.

### **46 Membership of Committees**

The District Committees of Inspection shall consist of the Provincial Grand Officers, as defined in Bye-law 1.1, and of one representative from each Lodge in the District and who must be a subscribing Past Master, but not a Country Member. Such Representative shall be elected annually by each Lodge at its ordinary Election of Officers. Should the representative of a Lodge be unable to attend he may appoint a Past Master, who is a subscribing Member but not a Country Member of the same Lodge, as his Proxy. If the Representative is incapacitated for any reason the Worshipful Master or Secretary may appoint a Proxy. Such appointment shall be valid for one meeting only and such Proxy to have one vote only. The appointment of a Proxy shall not take effect unless notified, in writing to the Secretary before the meeting at which the Proxy is to act. Only Lodge representatives or their proxies shall be entitled to vote

**47.3** Where the Representative or the nominated Proxy of a Lodge, which has a Candidate for consideration by the appropriate District Committee of Inspection, fails to attend on two successive meetings, the name of the Candidate shall be removed from the Committee's list and will only be reinstated on the payment of a further appropriate fee, the fee already paid being forfeited.

## **48 Quorum of Committees**

Seven Members shall constitute a quorum of the South Antrim District Committee and five Members a quorum of the North Antrim District Committee.

## **49 Presiding Officer**

**49.1** Each Committee shall have power to elect, in the month of January in each year, a Chairman to act during the ensuing year. In the absence of the elected Chairman the Brethren present shall elect a Chairman for that meeting. All proposals shall be decided by a majority of votes and the presiding Officer shall have an additional or casting vote.

## **50 Secretary**

Normally, the Provincial Grand Secretary shall act as Secretary to both the North Antrim District Committee and the South Antrim District Committee. However, the Provincial Grand Master or his Deputy may appoint a suitable Past Master as Secretary to either Committee for the time being. It shall be the duty of the Secretary to keep a correct record of the Proceedings and to enter same in the Minute Book, to keep a strict account of all receipts and to pay over to the Provincial Grand Treasurer all monies received.

All accounts for expenditure authorised by either Committee shall be forwarded to the Provincial Grand Treasurer, who shall have authority to pay same out of the Provincial Grand Lodge funds, if approved by the Executive Committee.

## **51 Confirmation of Minutes**

At each regular meeting of the Committees the minutes of the preceding meeting shall be read, and when confirmed, shall be signed by the Chairman and countersigned by the Secretary.

## **52 Duties of Committees**

It shall be the duty of each District Committee to decide on the eligibility of all Candidates for initiation, rejoining, and affiliation from other constitutions who have been previously proposed and elected in any Lodge in its District.