



ASHLAR
CLUB

CONSTITUTION

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CLUB NAME & OBJECTIVES

1) Name and Affiliation

- a) The club shall be known as The Ashlar Club, henceforth referred to in this document as the Club.
- b) The Club will be affiliated to the United Grand Lodge of England, and the Province of Hampshire and Isle of Wight (South-East Area).

2) Objectives

- a) The objectives of the Club shall be:
 - i) To encourage friendship and connection among new and young Freemasons.
 - ii) To organise regular social events, networking opportunities, and Masonic education sessions.
 - iii) To support and promote engagement with Lodges, Provincial Grand Lodges, and Masonic charities.
 - iv) To assist in the development and integration of newer Brethren into the wider Masonic community.
 - v) To establish an inclusive and welcoming culture that aligns with Masonic values and traditions.
- b) The Club shall operate in harmony with the principles of Freemasonry under the United Grand Lodge of England (UGLE) and any associated Provincial Grand Lodges.

MEMBERSHIP

3) Eligibility for Membership

- a) Membership of the Club shall be open to any Freemason that is:
 - i) Between the ages of 18 and 45 year of age inclusively; and is
 - ii) An active subscribing member of a Lodge under the United Grand Lodge of England.

4) Membership Records

- a) The Secretary shall maintain an accurate and up-to-date register of members containing the following:
 - i) The full name(s) of each member;
 - ii) An address, telephone number, and email address for each member;
 - iii) The name and number of a member's Lodge and/or Chapter;
 - iv) The date of birth of each member; and
 - v) Any other information the Committee may deem necessary that is relevant to the management and operation of the Club.
- b) The Club's membership records, including completed membership forms, shall be kept in accordance with the requirements of the Data Protection Act 1998 and all other applicable legislation. The Committee shall adopt a Data Protection Policy, which it shall review from time to time. The Secretary is the designated Data Protection Officer for the Club.
- c) Any member may request a list of current members of the Club, for which purpose the Secretary shall maintain a redacted list of members containing only the names and Lodges and/or Chapters of members.

5) Cessation and Resignation of Membership

- a) Membership will automatically cease on:
 - i) A member's 46th birthday;
 - ii) A member ceases to be a Freemason, or a subscribing member of a Lodge under the United Grand Lodge of England.
- b) A member may cancel their membership by giving written notice to the Club Secretary and, providing that all due subscriptions have been paid, may leave the Club in good standing.
- c) Any member who has not paid their subscription, section 6(b), on the second anniversary of when it becomes due shall cease to be a member of the Club.

6) Joining Fee and Annual Subscription

- a) There will be an initial joining fee, which shall be paid on submission of a completed membership form. This fee will be reviewed and published by the Treasurer and Committee annually.
- b) Annual Subscriptions are due by each member on the anniversary of their membership. Annual Subscription fees will be reviewed and published by the Treasurer and Committee annually.
- c) All fees will be made publicly available on our membership forms and website.
- d) Should the Committee determine a change to the Joining Fee and/or Annual Subscription should be enacted, it shall be decided upon by a resolution, of which proper notice shall have been given in accordance with section 26 passed at an Annual General Meeting.

- e) A member that has previously resigned from the Club may rejoin without incurring any additional joining fees but will need to cover any annual subscription fees.

7) Founding Members

- a) Those members who join the Club on or before 30th June 2025 shall be designated a Founder Member of the Club.
- b) A Founder Member shall, providing he pays the Annual Subscription due under section 6(b), continue to enjoy all the rights and privileges of membership for life, or until he shall submit his resignation.
- c) A Founder Member will not be eligible to be elected, or re-elected, to any position within the Officers of The Club once he has reached his 46th birthday.

8) Honorary Membership

- a) The Chairman, with the approval of the Committee, may offer Honorary Membership of the Club to any Freemason.
- b) An Honorary Member shall possess the right of attending all meetings and engagements of the Club, but may not:
 - i) Make or vote upon any proposition; or
 - ii) Vote to elect the Chairman (Officers of The Club); or
 - iii) Hold any office in the Club.
- c) An Honorary Member shall not be included in the membership records maintained and outlined in section 4, but the Secretary shall maintain a separate list of Honorary Members.

MANAGEMENT OF THE CLUB

9) The President of The Club

- a) The Office of President of the Club shall always be held by the Assistant Provincial Grand Master for Hampshire and Isle of Wight: South-East Area (or his nominee).
- b) For all purposes under this Constitution the President and all past Presidents shall enjoy the same rights and privileges as an Honorary Member.

10) Officers of The Club

- a) The Management of the Club shall be by a Committee comprising of a
 - i) A Chairman;
 - ii) The Deputy Chairman;
 - iii) A Secretary;
 - iv) A Treasurer; and
 - v) Two members of the Club elected to sit on the Committee; and
 - vi) Any such specialist offices that from time to time are deemed necessary to operate the Club in the interest of the members.
- b) The roles and responsibilities of the Officers of the Club shall be outlined in Schedule 1 of this Constitution.
- c) The Chairman shall be selected and endorsed by the President of the Club (or his nominee) and serve for a period of one year, with a maximum consecutive term of three years.
- d) The Committee shall meet at least twice each year. For a Committee meeting to be valid two out of the Chairman, Deputy Chairman, Secretary, Treasurer must be present and there must be a minimum of five present in order for a quorum to exist.
- e) The Chairman, Deputy Chairman, Secretary or in their absence, a suitable Past Chairman must chair each Committee meeting.
- f) The Secretary will make all necessary preparations, including issuing an Agenda for every Committee meeting.
- g) The Chairman, Deputy Chairman, and/or the Secretary may call a 'Vote of No Confidence' at any time to remove any member of the Committee (other than the Chairman) who fails to perform the duties of their position. A majority vote from the Committee members is needed to carry the motion.
- h) No member may hold more than one office at the same time, unless approved by a majority of the Committee.

11) Election of the Chairman and Deputy Chairman

- a) The Chairman and Deputy Chairman shall be elected at the Annual General Meeting and shall hold office from the conclusion of the Annual General Meeting at which he is elected (or re-elected) until the conclusion of the next Annual General Meeting.
- b) The Chairman and Deputy Chairman shall be elected in accordance with the rules outlined in Schedule 2 to this Constitution.
- c) No member shall be eligible to be elected to the office of Chairman or Deputy Chairman for more than three consecutive terms.

12) Election of Secretary and Treasurer

- a) The Secretary and Treasurer shall be elected at the Annual General Meeting and shall hold office from the conclusion of the Annual General Meeting at which he is elected (or re-elected) until the conclusion of the next Annual General Meeting.
- b) The Secretary and Treasurer shall be elected in accordance with the rules outlined in Schedule 2 to this Constitution.
- c) The Secretary and Treasurer do not have a limit to their term in Office, however it is advised that these

13) Appointment of other Committee Members

- a) All other specialist roles that from time to time are deemed necessary to operate the Club in the interest of the members shall be appointed by the Officers of the Club.

14) Resignation and Vacancies

- a) On resignation and/or vacancy of the role of Chairman, his duties will be carried by the Deputy Chairman until the next term of election at the next regular Annual General Meeting.
- b) On resignation and/or vacancy of the role of Deputy Chairman, his duties will be carried by the Secretary until the next term of election at the next regular Annual General Meeting.
- c) On resignation and/or vacancy of the role of Secretary, his duties will be carried by the Chairman or any Past Chairman until the next term of election at the next regular Annual General Meeting.
- d) On resignation and/or vacancy of the role of Treasurer, his duties will be carried by the Chairman or any Past Chairman until the next term of election at the next regular Annual General Meeting.
- e) In the event of multiple resignations and/or vacancies, these will be resolved by the Officers of the Club accordingly.

FINANCE

15) Financial Records

- a) The treasurer shall keep proper and up-to-date records of the Club's finances and allow inspection of those records by a member if requested.

16) Bank Account

- a) The Club's funds shall be deposited in a bank account with such bank or building society, as the Committee shall from time to time decide.
- b) The Treasurer shall be the signatory on the account. If a second signatory is required, a Committee member shall be named on the account.
- c) No other account(s) may be opened except with the express permission of the Committee.

17) Expenditure

- a) Any expenditure not covered under (i) and (ii) below must be authorised in advance by an Annual General Meeting or Extraordinary General Meeting of the Club.
 - i) If expenditure is necessary before a meeting of the Committee can be held the Treasurer may authorise it with the consent of the Chairman and then must report that expenditure at the next meeting of the Committee. Expenditure under this paragraph must not exceed £200.
 - ii) The Committee may authorise any expenditure not in excess of £1000.
- b) The Club shall not be liable for any expenditure that has not been authorised in accordance with (a) above.

18) Accounts

- a) The audited accounts shall be made up until the end of 31st March and shall be presented to the Club for approval at the Annual General Meeting in May and a copy of those accounts shall be sent to every member together with the agenda for the meeting.

19) Auditors

- a) At the first meeting of the Committee following the preceding Annual General Meeting (or as soon as is practicable thereafter), the Committee shall appoint two members to serve as Account Examiners for the ensuing year and until the conclusion of the next Annual General Meeting.
- b) The Account Examiners shall examine the accounts made up by the Treasurer and shall be given access to all minutes, receipts, papers and other records if requested.
- c) The South-East Area Treasurer shall be provided a copy of the Accounts for independent audit.

SOCIAL MEDIA

20) Social Media Content

- a) Under no circumstances should anybody post political, religious, pornographic, or purposefully provocative material.
- b) Always treat other users with respect and use appropriate language.
- c) This is not a Tyled environment so refrain from posting any Masonic secrets or spoilers to Masonic ceremonies.

21) Communication Tools and Moderation

- a) The use of WhatsApp (and other similar tools) should be managed in accordance with accepted Masonic customs. Only senior members of the Committee should be administrators of such groups and will moderate the discussions held within them.

AMENDMENTS TO THE CONSTITUTION

22) Amendment of the Constitution

- a) This Constitution, or any part thereof, shall not be amended except by way of a resolution (detailing the precise words to be altered, inserted or deleted) proposed at an Annual General Meeting or Extraordinary General Meeting called for that purpose.
- b) The resolution shall be voted on at the same meeting that it was proposed in, where the resolution shall not pass unless two-thirds of those members present and eligible to vote at a General Meeting vote in favour of it.
- c) No resolution can be proposed to amend sections 1, 2, 3, or 9 of this Constitution shall be proposed unless the President of the Club approves it first.

DISPUTES AND DISPUTE RESOLUTION

23) Disputes and Dispute Resolution

- a) All members of the Club agree to behave in a manner so as not to bring the Club or the Province of Hampshire and Isle of Wight (South-East Area), or Freemasonry into disrepute.

In keeping with the fundamental principles of Freemasonry, members are encouraged to settle any differences themselves peacefully and as quickly as possible without bringing Freemasonry, and other innocent members or the Club into disrepute.

- b) In the event of any dispute not being easily resolved then a committee member, who is not involved and who is nominated by the Chairman should offer mediation in a separate closed meeting.
- c) If this mediation does not resolve the matter, then the case will be referred to the President(s) and the appropriate measures shall be taken in line with the Book of Constitutions to resolve the situation.

GENERAL AND EXTRAORDINARY MEETINGS

24) Annual General Meeting

- a) The Club shall hold at least one formal Club Meeting a year where all the membership is invited for the purposes of voting on any proposition raised by the Committee or membership.
- b) An Annual General Meeting will be held for the purposes of formally presenting the club accounts, and elections, and voting, and appointment of officers.
- c) The date of the Annual General Meeting will be decided by the Committee, but it must be held within 15 months of the previous Annual General Meeting notice of the Annual General Meeting will be given to all members of the Club at least four weeks in advance of commencement and will only be quorate if at least 10% of the eligible Members attend.
- d) All items to be put forward for concern at the Annual General Meeting must be sent to the Secretary at least two weeks in advance of the meeting.
- e) The Committee will ratify the final Agenda of the Annual General Meeting. This final agenda will be sent to all members of the Club one week before the meeting is to take place.
- f) Any item that is not stated in the agenda of the Annual General Meeting may be raised under Any Other Business; after all stated business has been dealt with.
 - i) All matters raised under this item are subject to the discretion of the Chairman. Any item not considered under Any other Business will be recorded in the AGM minutes and referred to the next Committee meeting.
- g) Only full members who are in good standing may vote at the Annual General Meeting or submit an item of business for the agenda.

25) Emergency Meetings

- a) The Chairman, Deputy Chairman, or Secretary may call an Emergency Club Meeting (or Extraordinary Committee meeting) whenever the good of the Club shall, in their opinion, require it. The reason for convening such a special meeting shall be expressed in the notice, and no other business shall be raised at that meeting.
- b) Such Meetings shall be held at a suitable location in the Province/District. The exact date and time shall be directed by the Chairman or Secretary and at least seven days' notice of such meetings shall be given by email by the Secretary to all the required attendees for Emergency Club Meetings and for Extraordinary Committee meetings.

SCHEDULE 1 – RESPONSIBILITIES OF OFFICERS OF THE CLUB

1) The Chairman

- a) The Chairman shall set the priorities and direction of the Club during his time in office and shall generally lead, oversee and direct the work of the other Officers.
- b) He shall represent the Club and be its spokesman and shall be responsible for authorising any and all communications between the Club and the Province.
- c) He shall perform such other duties as are imposed on the Chairman by this Constitution.

2) The Deputy Chairman

- a) The Deputy Chairman shall act in the place of the Chairman when he is absent and shall undertake such other duties as may from time to time be delegated or assigned to him by the Chairman or the Committee.
- b) The Deputy Chairman shall lead and proactively work with the Committee members to encourage and drive membership growth and advertising of the club within the Province.
- c) He shall perform such other duties as are imposed on the Deputy Chairman by this Constitution.

3) The Secretary

- a) The Secretary shall keep custody of all books, documents, papers and other records of the Club (except for the financial records referred to in paragraph 4(c) below).
- b) He shall keep a record of all matters of importance to the Club and generally do all such things as may be required of him by the Chairman and the Committee.
- c) He shall perform such other duties as are imposed on the Secretary by this Constitution.

4) The Treasurer

- a) The Treasurer shall receive all monies paid to or received by the Club, issue receipts for those monies in the name of the Club and ensure that all monies received are promptly paid into the account of the Club.
- b) He shall make any payments authorised by the Committee or by a General Meeting of the Club.
- c) He shall ensure that the financial records of the Club are kept in good order and coordinate the preparation of the financial statements of the Club and their certification by the Account Examiners prior to their submission to the Annual General Meeting.
- d) He shall perform such other duties as are imposed on the Treasurer by this Constitution.

5) Committee Members

- a) The Committee Members shall attend meetings of the Committee and generally be available to support and assist the Chairman and the other Officers of the Club in the exercise of their duties.
- b) They shall undertake such other duties as may from time to time be delegated or assigned to them by the Chairman or the Committee and perform such other duties as are imposed on them by this Constitution.

SCHEDULE 2 – ELECTION OF OFFICERS OF THE CLUB

1) Nominations

- a) At the same time as giving notice of the Annual General Meeting under section 24 above, the Secretary shall invite nominations for all Officers of Club. Nominations must be received no later than five days after the date of the notice of the meeting.
- b) To be nominated a member must be proposed and seconded by two other members. No member may be nominated without his consent.
- c) If by the deadline for receipt of nominations only one member has been nominated the Annual General Meeting shall declare that member elected unopposed. If more than one member is nominated a ballot shall be held in accordance with paragraph 2 below.
- d) If by the deadline for receipt of nominations no member has been nominated, or if before the time set for the Annual General Meeting all those members nominated have withdrawn their consent to be so nominated, the chairman of the meeting shall invite nominations from the floor.
- e) If only one member is nominated the chairman of the meeting shall declare that member elected unopposed, but if more than one member is nominated a ballot shall be held in accordance with paragraph 2 below.

2) Ballot

- a) If a ballot is required for the election of any Officer of the Club, the chairman of the meeting shall appoint two members present to act as scrutineers to conduct the ballot. The scrutineers must not be nominees or members who have proposed or seconded any of the nominees.
- b) The ballot shall be a secret ballot, and each member shall have one vote. Only those members present at the meeting shall be allowed to vote.
- c) The scrutineers shall give each member a blank piece of paper (a ballot paper). Each member shall write on the ballot paper the name of the nominee for whom they wish to vote. Ballot papers, which do not comply with this sub-paragraph or (d) below shall be treated as spoilt, blank or void and not be counted.
- d) Each ballot paper on which the name of a single nominee has been written counts as one vote for that nominee.
- e) The scrutineers shall declare elected the nominee who received the highest number of votes.
- f) If the scrutineers are unable to declare the result of the ballot because no nominee has received the highest number of votes, the scrutineers must:
 - i) re-run the ballot in accordance with (a)-(e) above; or
 - ii) With the agreement of the nominees, decide by lot which of them is to be elected.