

H. P. Pym

REVISED RULES
OF THE
CHESHIRE LINES
Employees'
Liverpool and District Tontine,

HELD AT THE
CENTRAL STATION,
LIVERPOOL.

LIVERPOOL :
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*Cheshire Lines Employees' Liverpool
and District Tontine.*

RULES.

NAME OF TONTINE.

1. That the Tontine shall be called the "CHESHIRE LINES EMPLOYEES' LIVERPOOL AND DISTRICT TONTINE."

PLACE OF BUSINESS.

2. That the business of the Tontine shall be carried on at the Central Station, Liverpool, or elsewhere, as a majority of the members may decide, every alternative Friday, from 8 0 to 9 0 p.m.

OBJECT OF THE TONTINE.

3. That the object of the Tontine shall be to raise funds for the mutual relief of its members who are unable to follow their duties through sickness, or accident, and to provide an allowance in case of death.

ADMISSION OF MEMBERS.

4. That the Tontine be open to servants under 40 years of age, and with not less than six months continuous service in the employ of the Cheshire Lines Committee, or parent companies, and that the boundary be Liverpool (Central Station) to Warrington, Huskisson, and Southport.

Any person desirous of joining the Tontine shall fill up an application form, to be signed by two of the members. The application to be sent to the secretary, together with a doctor's certificate, or the Tontine's standard declaration form.

The Committee reserve the right to accept or reject any application for membership to the Tontine.

PRESIDENT.

5. The president, who must be a member, shall be elected annually. He shall be at the head of the affairs of the Tontine, and shall be consulted on all matters of importance. He shall, when present, preside at all meetings of the Tontine, and shall have a casting vote as chairman, in addition to his vote as a member.

TRUSTEES.

6. Two trustees, who shall be members, shall be elected at the annual meeting.

SECRETARY.

7. A secretary, who must be a member, shall be appointed at the annual meeting, and shall be paid at the rate of one shilling and sixpence per member per annum. He shall attend all meetings, and conduct all correspondence in connection with the Tontine. He shall supply every member with an account of all contributions, and fines, due to the Tontine, before each quarterly night.

At each half-yearly meeting the secretary shall render a statement of accounts. He shall on all occasions, in the execution of his duty, act under the direction of the committee of management.

In the event of the secretary being ill, or on leave, all the necessary books and papers should be handed over to the assistant secretary, who will, for the time being, carry on the duties.

ASSISTANT SECRETARY.

8. An assistant secretary, who must be a member, shall be appointed at the annual meeting. His duties shall be to assist the secretary as required, attend all meetings, record the minutes, and also perform the secretary's duties, if the latter be ill or on leave.

The assistant secretary shall be paid for his services the sum of twenty-one shillings per annum.

TREASURER.

9. The treasurer, who must be a member, shall be elected at the annual meeting, and shall be paid at the rate of three-pence per member per annum.

He shall be responsible for all monies paid to him on behalf of the Tontine.

If the secretary acts as treasurer, he shall be entitled to the treasurer's allowance.

COMMITTEE OF MANAGEMENT.

10. A committee of management shall consist of the two trustees, and five members, elected at the annual meeting, and they shall meet at least twice a year, on notice from the secretary. Five shall form a quorum, and they shall transact any business of the Tontine, and shall each receive payment of one shilling for each attendance. In the event of a member of the Committee absenting himself after receiving a

notice to attend a meeting, and failing to send a satisfactory apology to the secretary before the meeting takes place, he shall be fined one shilling for each offence.

AUDITORS.

11. Two auditors, who must be members, shall be elected at the annual meeting. They shall audit the books and accounts, and for the service shall be paid the sum of five shillings each per annum.

CASH AND BOOK STEWARDS.

12. A cash and book steward, who must be members, shall be elected at the half-yearly meetings, and shall attend each alternate Friday evening, at the appointed time, to receive and deal with members' contributions. In the event of either, or both, being unable to undertake their duties, because of illness, or any other unavoidable circumstance, they may depute another member to act, with the approval of the secretary. Should either of them fail to find a substitute, then the secretary shall be empowered to engage a substitute, or substitutes, for the night, and shall register a fine of sixpence against the absentee cash or book steward.

The cash steward shall receive all contributions, and be responsible for same until handed over to the treasurer or secretary, and should he be anything short in his cash, he shall make the same good.

The book steward shall keep an exact account of all sums paid to the cash steward, in his book, which must be made up each evening, and checked, and if anything be found incorrect it must be put right before the books are closed the same evening.

The cash and book stewards shall receive sixpence each per night for their services, to be paid quarterly.

EXPENSES OF MANAGEMENT.

13. That each member of the Tontine shall contribute sixpence per quarter towards defraying the necessary expense of management.

CONTRIBUTIONS.

14. That the contributions to the Tontine shall be at the rate of one shilling per week, to be paid every alternate Friday. Any member being four weeks in arrear shall be fined sixpence. If eight weeks in arrear, such member shall be out of benefit for one month, and if arrears and fines are not paid up on the following quarter night, he shall cease to

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be a member, and shall forfeit all claim on the funds of the Tontine.

The committee reserve the right to refuse any member's contribution.

SICKNESS ALLOWANCE.

15. No member shall be entitled to sickness benefit until he has been a member of the Tontine three months.

That the sickness allowance shall be at the rate of sixteen shillings per week, and which shall be paid in full for a period of twelve weeks, and for a further period of six weeks, half the amount (eight shillings) shall be paid, either consecutively or at intervals. Any member having received the total eighteen weeks' allowance shall not be entitled to further sickness allowance until after the lapse of ~~six~~ 8 months.

DECLARING ON SICK FUND.

16. When a member is unable to follow his employment through sickness, or accident, and wishes to declare on the funds of the Tontine, he shall do so in writing to the secretary, accompanied by a doctor's certificate, or a copy of same, certified by such member's superior officer. Sickness allowance will be granted from the date of such certificate, providing it is received by the secretary before noon on the day following.

RESTRICTIONS ON SICK MEMBERS.

17. That no sick member, claiming on the funds of the Tontine, shall be absent from his residence before the hours of 6 0 a.m., nor after 8 0 p.m., from the 26th day of March until the 29th day of September. Nor before 8 0 a.m., nor after 6 0 p.m. from the 30th day of September to the 25th day of March. Should he transgress this rule he shall be fined one shilling for a first offence, two shillings for a second offence, and for a third offence he shall be expelled from the Tontine, and forfeit all claim.

If any member, whilst in receipt of sickness benefit, is discovered to be in a state of intoxication, or transacting business of any nature, either for himself or any other person or persons, or feigning sickness or infirmity, he shall be expelled from the Tontine, and forfeit all claim. Any member in receipt of sickness benefit leaving his residence, shall leave information as to where he may be found, so that the sick visitor may have an opportunity of finding him, and

report as to his condition. Non-compliance with this rule will incur a fine of one shilling.

In any case where a member's sickness or death is caused primarily by his own act, whether sane or insane, as from fighting, brawling, accident brought on by drunkenness, delirium tremens, suicide, or attempted suicide, or by his own misconduct, he shall not be entitled to any benefit or allowance. Only in case of death under such circumstances will the Tontine refund to the representatives of such member the money already paid into the funds of the Tontine during that year in which such death happened, and no further sum will be paid unless, at the discretion of the committee, they may make a special grant out of the reserve fund, if such a fund exists at the time, and if the merits of the case call for such special grant.

FUNERAL ALLOWANCE.

18. That there shall be allowed, on the death of a member, after six months' membership, the sum of five pounds, and after twelve months' membership, the sum of ten pounds.

Should a member die without leaving a widow or other person entitled to receive his funeral allowance, the committee may take charge of the funeral arrangements, see it properly conducted, and pay the necessary expenses, not exceeding the amount allowed by the Tontine as stated above.

LEVIES.

19. Should the sickness or death allowances be heavy at any time, the committee are empowered, at their discretion, to make a special levy on the whole of the members in order to meet the liability.

SICK VISITORS.

20. On receipt of a notice declaring on the sick fund, the secretary shall appoint a member to visit the sick person, unless the person is suffering from an infectious disease. Each visitor shall fill up the necessary sick visitors form, stating the nature of the member's illness, and date and time of such visit. This form, completed, must be returned to the secretary immediately, bearing the sick visitor's signature.

Any sick visitor failing to comply with this rule shall be fined one shilling unless a satisfactory reason is given for the omission.

HALF-YEARLY MEETINGS.

21. A meeting of the members shall be held twice a year, at which a statement of the financial position of the Tontine,

prepared by the secretary, shall be presented, together with the minutes of the ordinary and committee meetings held during the half-year.

At the half-yearly meetings the members present shall have power to confirm or rescind any resolution passed at the committee meetings, and shall elect the cash and book stewards for the ensuing six months.

SPECIAL MEETINGS.

22. Special meetings of the Tontine may be held from time to time, as decided by the committee of management, or upon the application of not less than one-fourth of the total membership. Such special meeting may be called by the secretary, who shall give each member notice of same in writing.

NON-ATTENDANCE AT MEETINGS.

23. Any member failing to attend the half-yearly meetings shall be fined the sum of one shilling, or failing to attend a summoned special meeting shall pay a fine of sixpence, unless in either case he is ill or on duty, written notice of which must be in the hands of the secretary before the meeting opens.

FLOATING CASH.

24. The treasurer, or secretary for the time being, shall be empowered to keep two pounds in hand for the purpose of meeting current expenses, and if necessary, he may keep an extra amount sufficient to pay sick members on the funds to the extent of two weeks' sickness allowance.

ANNUAL STATEMENT.

25. A balance sheet, shewing the year's working, shall be prepared by the secretary, signed by himself and the two appointed auditors, and shall be read at the annual meeting.

After approval it shall be printed and a copy sent to every member of the Tontine.

EXEMPTION FROM OFFICE.

26. Any member elected to any office of the Tontine, and being desirous of not fulfilling such duty during the current year, may be exempted on payment of two shillings.

ANNUAL DIVIDEND.

27. That the funds of the Tontine, with the exception of the reserve fund, if any, be withdrawn from the bank, and equally divided amongst the members at the end of each year, as shewn in the annual statement.

REMOVAL OR TRANSFERENCE.

28. In the event of any member of the Tontine being dismissed or leaving the service, he shall be allowed to retain his membership until the end of the year.

Any member retiring because of age limit or being transferred to another station, may be permitted to retain their membership in the Tontine at the discretion of the committee.

BANK ACCOUNT.

29. That the funds of the Tontine shall be lodged in the Bank of Liverpool and Martins, Ltd., Central Branch, Liverpool, in the name of the two trustees.

RESERVE FUND.

30. That a reserve fund may be established, to be drawn upon in case of emergency, or to be utilized for benevolent purposes, at the discretion of the committee, any amount so drawn to be repaid as soon as possible afterwards.

SETTLEMENT OF DISPUTES.

31. Should any dispute arise between any member or person claiming to be a member of the Tontine, such dispute shall be referred to the committee, and if the committee's decision is considered unsatisfactory, an appeal may be made at the next general meeting of members, by the disputants concerned giving seven days' notice in writing to the secretary, the latter to notify such business to each member before the meeting, and the decision arrived at by such meeting shall be final.

COMMENCING THE NEW YEAR.

32. That any member wishing to continue his membership may do so by paying two weeks' subscriptions on the night of the divide on account of the new year, failing which he will be out of benefit for a period of four weeks, and any member failing to pay in a month will be considered a non-member.

The committee reserve the right to refuse any member's contribution.

NEW RULES.

33. That no new rules shall be made, nor any of those herein contained be altered or rescinded, except by the consent of a general meeting called for the purpose.