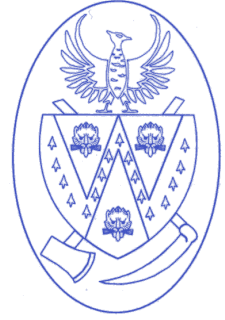


Wem Town Council

Wem-Birthplace of the Modern Sweet Pea

Town Clerk and Treasurer:
Mrs. P. E. O'Hagan

Wem Town Council Offices
Wem Library
High Street
Wem, Shropshire
SY4 5AA



Tel & Fax: (01939) 232733
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Website: www.wem.gov.uk

To Cllr Granger, Cllr Hoffman, Cllr Barker
Cllr Hoffmann, Hudson, Cotterell, Soul, Broomhall, Towers (Events Liaison Group)
The Mayor, Cllr Parry
Groundsman John Ralphs
Representative from Wem PCC
Representative(s) from RBL
Representative(s) from Wem Police
Representative(s) Wem Jubilee Band

7.10.25

Dear Sir/Madam

Re Meeting to discuss arrangements for Remembrance Day Service 9 November 2025

I write to confirm a meeting to discuss the arrangements for the Remembrance Day Service will be held on Tuesday 14th October at 14.00 in the Town Council Meeting Room, Wem Library, High Street, Wem.

Yours faithfully

P O'Hagan
Town Clerk

AGENDA

1. Apologies for absence
2. To discuss the arrangements for the following
 - Marshalling of the parade and management of road closures
 - Wreath laying ceremony including reading of names
 - Church Service
 - Post Church Parade including salute at the steps and parade dismissal (copies of documents enclosed).
3. To review Risk Assessment (to follow)
4. Lamppost Poppies and flags - to discuss erection of