

Notes from Events Liaison Group Meeting held at 4pm on 12<sup>th</sup> June 2025 to discuss Armed Forces Day to be held 28.6.25.

Present

Wem British Legion - Christine Saxton, Phil Moyse, Dee Moyse, Neil Comerford.  
Oliver Morris, Elizabeth Walmsley - Wem SNT, Cllrs Towers and Hudson.

P O'Hagan Town Clerk

1. To elect a Chairman of the Events Liaison Group for 2025-2026

**Resolved to elect Cllr Towers as Chairman of the Events Liaison Group for 2025-26.**

2. Apologies for absence

Apologies were received from Cllrs Broomhall, Hoffmann, Soul, Cotterell, Rev John Jukes.

3. To discuss the arrangements to commemorate Armed Forces Day on 28.6.25  
The arrangements sheet was reviewed and the following items were asked to be included as part of the service.

Provision of Lectern for Mayor – From St Peters Church subject to weather.

Official Photographs - Edward Towers to ask Dave Granger if he is available to take photos of the event.

PA System – Edward Towers agreed to ask if the portable PA system from The Baptist Church could be borrowed for the occasion.

Reveille – Cllr Barker to be asked if he could play the reveille.

Cadets – It was explained that the army cadets now require 12 weeks notice of any event so that the appropriate paperwork can be completed in time. As no response has been received from the army cadets this probably means they will not be able to attend due to insufficient notice. Christine Saxton agreed to try and contact the Air Cadets to see if they can attend the event as they have a much shorter notice period.

4. To review Event Risk Assessment.

**Resolved to approve the risk assessment.**

5. Any other matters – for consideration

It was explained that the VE/ VJ Day Commemorative Service will be held on Sunday 6<sup>th</sup> July at 4pm. On 15<sup>th</sup> August a VJ Wreath Laying Service will also take place.

Meeting ended 16.35