

Minutes of a Meeting of the Armed Forces Day Working Party held on 19 April 2016 at 10.00 a.m. in the Eckford Suite, Edinburgh House, New Street, Wem

Present:- Cllrs J Murray (Chairman), Mrs R Dodd, C Mellings.
Mrs S Thornhill (Assistant Town Clerk).
PC Carpenter (Wem Police).

Cllr Murray welcomed all present to the meeting.

1. Apologies

Apologies for unavoidable absence were received from Revd. N Heron.

Absent - Cllrs P Glover, P Moyses, C Shingler.

2. Minutes

Resolved:- that the minutes of the Armed Forces Day Working Party held on 9 June 2015 be approved as a correct record and signed by the Deputy Mayor.

3. Arrangements for an Act of Recognition of Armed Forces Day 25 June 2016

There was some discussion about the time of the service around the War Memorial, in the past this had been held at 12 noon with any attending groups to assemble at 11.45 a.m. Mrs Thornhill said there was a christening at the Church at 1.00 p.m and that she would contact Revd. Heron to confirm the time of the service around the War Memorial.

It was confirmed that there would be a coffee morning held in the Church Hall on the morning of this event and it was agreed to invite guests to partake in light refreshments prior to the service. This worked well last year. Cllr Mrs Dodd said that she would speak with the organiser of the coffee morning and also make a donation towards this organisation. She also agreed to provide some refreshments.

Cllr Mrs Dodd said that she would liaise with Revd. Heron regarding the service and that she would invite the Methodist Minister to be present at the service.

There was some discussion regarding the possibility of a fly-past and it was agreed not to approach RAF Shawbury this year as it was thought that their workload would be greatly increased with the celebrations around the Queens 90th Birthday. It was suggested that a representative from RAF Shawbury be invited to attend future meetings.

Cllr Murray said he would like to see Wem Jubilee Band involved in this year's event if at all possible and it was agreed that Mrs Thornhill would contact the Chairman.

There was some discussion as to where the banners should be displayed and it was decided to place one on the Recreation Ground railings, one at the back of the Town Square and if possible one to be placed in the Town Hall window. Mrs Thornhill to make enquiries of the Town Hall and Shropshire Council.

PC Carpenter said that he would speak with his colleagues with regard to closing off the lay-by on the morning of the event but that he was unable to provide any cones. Once confirmation of this had been received, Mrs Thornhill said she would make enquiries with regard to the supply of cones.

It was agreed the Union Jack, Town flag and Armed Forces Day flags should be erected on 20 June 2016 and remain up until after Armed Forces Day.

Cllr Murray suggested that the press be advised of this event.

There was further discussion and a timetable for the event was agreed as follows:-

- 11.45 a.m. Assemble at War Memorial (to be confirmed with Revd. Heron).
- 12 noon Service around the Memorial to be led by the Mayor and Chaplain. Previous flag to be used as a symbol of this event.
- 12.15 a.m Service to conclude.

Actions

1. Cllr Mrs Dodd to liaise with the organisers of the coffee morning in the Church Hall re refreshments.
2. Town Clerk's Office to contact the leader of the Army Cadets re the Cadets presence on parade on the day.
3. Town Clerk's Office to liaise with Town Hall & Shropshire Council regarding display of banners and flying of flags.
4. Town Clerk's Office to contact the owner of the fence at the back of the Town Square re displaying banner.
5. PC Carpenter to make enquiries with regard to providing assistance to cone off the lay-by by the Parish Church on the morning of the event.
6. Town Clerk's Office to make enquiries with regard to provision of cones (half a dozen).
7. Town Clerks Office to provide posters/flyers for the event.
8. Town Clerks Office to send out invitations.
9. Town Clerk's Office to contact Wem Jubilee Band re providing a small band for the event.
10. Town Clerk's Office to notify the press of this event.
11. Town Clerk's Office to contact RAF Shawbury with regard to a representative being present at future meetings.

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Chairman