

Minutes of a Meeting of the Events Liaison Group held on 14 June 2018 at 1.00 p.m. in the Eckford Suite, Edinburgh House, New Street, Wem to discuss the arrangements for Armed Forces Day

Present:- Cllrs Mrs C Granger, Mrs R Dodd, E Towers and P Moyse
Rev. N Heron (Wem PCC)
Mrs A Whitfield (Royal British Legion)
Mrs S Thornhill (Assistant Town Clerk)
Mrs P O'Hagan (Town Clerk)

Cllr Mrs Granger welcomed all present to the meeting.

1. Election of Chairman – to elect a Chairman for 2018-2019

Resolved:- to elect Cllr Mrs Granger as Chairman of the Events Liaison Group for 2018-2019.

2. Apologies – to receive apologies for absence.

Apologies for unavoidable absence were received from Cllrs Glover & White, Craig Jenkins (Wem Army Cadets), Christine Saxton (Royal British Legion) and Wem Police (SNT).

3. Arrangements for an Act of Recognition of Armed Forces Day 24 June 2017

Cllr Granger said she wanted to have a simple service around the War Memorial this year. The service would commence at 11.00 a.m and would last approx. 15 minutes followed by refreshments in the Church Hall. The Town Clerk said the service should be held around the Armed Forces Day Flag as this is a day to honour the Armed Forces whereas the War Memorial should be used for remembrance. There was some discussion regarding the service and it was suggested that a format be set and used every year. However, as the Mayor and Mayor's Chaplain changes annually, the details of the service should be their decision.

It was decided that the flag pole on the Church Green should go up on Friday 29 June and be taken down on Monday 2 July and that the flag will be raised at this time and not during the service. It was agreed the Union Jack, Town flag and Armed Forces Day flags should be erected on 25 June 2018 and remain up until after Armed Forces Day.

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 on the fence at the back of the White Lion PH facing out onto the Jubilee Square and if possible one on the way into the town, on the fencing by the roundabout by Robinson and Young or outside Hawks.

It was suggested displaying the feather flag subject to weather conditions.

Mrs Thornhill said she would contact the press regarding this event.

A timetable for the event was agreed as follows:-

10.45 a.m. Assemble on War Memorial.

11.00 am Service around the War Memorial to be led by the Mayor and Chaplain. Handover of previous flag to be used as a symbol of this event.

11.15 a.m Service to conclude followed by refreshments in the Church Hall.

Actions

1. Cllr Granger 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 the Town Hall regarding 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. Town Clerks Office to provide posters/flyers for the event.
6. Town Clerks Office to send out invitations.
7. Town Clerk's Office to notify the press of this event.

4. Dates of future meetings

i) Mayor's Awards

It was advised that the date in September has been cancelled as the Mayor is unable to attend on this date. A further date has been booked provisionally for Friday 26 October 2018 in the Town Hall. A date for a meeting of the Events Liaison Group to discuss this event has been scheduled for Wednesday 11 July 2018 at 10.00 a.m in the Eckford Suite, Edinburgh House.

ii) Battle's Over in conjunction with the RBL

Mrs Whitfield advised that the RBL would be holding an event on Saturday 10 November 2018 in the Town Hall and provided details of what had been discussed so far. She was asked to forward minutes of meetings already held. The Town Clerk said that the Town Council would like to support the RBL with this event and to try and involve the whole community of Wem to enhance the Remembrance weekend. It was mentioned that the Town Council had already purchased a silent soldier which was situated on the Church Green. It was suggested that a poppy template be distributed around the town and schools to be coloured in and cut out before being returned to the Council office. These will then be made into chains of poppies which could then be displayed in shop windows with a suggested strapline of 'Wem Remembers'. Cllr Towers suggested holding a Beacon Lighting Ceremony on the Recreation Ground and it was mentioned that this formed part of the national event taking place on Sunday 11 November.

Mrs Whitfield mentioned that lamppost poppies were available priced at £3 each and it was suggested that paper poppies could be more effective and cost effective in involving the community. It was further suggested that a memorial bench be purchased and there was some discussion as to where this could be situated and how to raise the funds needed.

Mrs Whitfield was asked to provide the date of the next meeting of the RBL so that a representative from the Town Council could attend, Cllr Moyse said he would represent the Town Council.

iii) Remembrance Day

Date of meeting to discuss the arrangements for Remembrance Day scheduled for Wednesday 10 October 2018 at 10.00 in the Eckford Suite, Edinburgh House.

Chairman