

MINUTES OF THE MEETING OF THE COMMEMORATION AND EVENTS SUB-COMMITTEE
HELD ON THURSDAY 13TH JUNE, 2019 AT 7.00 PM
IN THE COUNCIL CHAMBER, NORTH LODGE, CROMER

Present:-

Chairman Cllr. H. Cox, Cllr. T. Adams, Cllr. J. Frosdick, Cllr. R. Leeds, Cllr. D. Pritchard
David Loades – Church Warden and Samantha Annison – Friends of North Lodge Park.

Julie Chance PSLCC – Town Clerk.
Janet Warner PSLCC – Deputy Clerk.

1. VICE-CHAIRMAN

It was **AGREED** to elect Cllr. T. Adams to Vice-Chairman of the Commemoration and Events Sub-Committee.

2. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

Declarations of interest were received from Cllr. R. Leeds in respect of any PA matters.
Declarations of interest were received from Cllr. H. Cox in respect of any Royal British Legion matters.

Declarations of interest were received from Cllr. D. Pritchard in respect of any Royal British Legion and Poppy Appeal matters.

3. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. D. Russell – Family Commitments and Cllr. M. Bossingham – Family Commitments.

Members present at the meeting **AGREED** to recommend to Full Council that representatives from the Royal British Legion, Cromer Church and the Friends of North Lodge Park be co-opted onto the sub-committee.

4. PUBLIC PARTICIPATION

None received.

5. EVENTS

5.1 Armistice and Remembrance – November 2019:- It was **AGREED** that the Clerk would book the Parish Hall for T.S. Warrior Cadet Band to have light refreshments before the parade. It was **AGREED** that the Clerk would book the Rock Shop Bistro to provide the buffet for the guests following the parade and Church service. The Deputy Clerk will book T.S. Warrior Cadet Band and Cromer and Sheringham Brass Band. It was **AGREED** that the Clerk will liaise with the East of England Co-operative to enquire whether the T.S. Warrior bus can park in their car park for the day. It was **AGREED** that the Clerk would book the Dias through VEO. Cllr. Pritchard is liaising with a Parade Marshall and will report progress at the next meeting. It was **AGREED** that the Clerk would arrange a meeting with the Church to discuss the Church Service. The Deputy Clerk will update the Event Management Risk Assessment. The Deputy Clerk will arrange a bugler for the last post.

Invitations will be sent 6 to 8 weeks prior to the event. Cllr. Leeds will provide the PA system. The Clerk will liaise with Cllr. West concerning the rolling road closure and Cllr. Adams will liaise with the Police. It was **AGREED** that an Act of Remembrance will take place at the war memorial on Monday 11th November and the Clerk will liaise with the Church on this matter.

- 5.2 **VE Day 75:-** The Clerk reported that the National Pageant Master has announced the arrangements for the three days of celebrations on 8th, 9th and 10th May 2020. Cromer Town Council in conjunction with Cromer Church, Friends of North Lodge Park and North Norfolk District Council are to hold events over the three day period details of which will be discussed over the next few months.
- 5.3 **VJ Day – 15th August 2020:-** No details are available yet for this event. The Clerk will liaise with the National Pageant Master and enquire whether any arrangements are being made on a national level.
- 5.4 **Battle of Britain:-** It was **AGREED** that the flag would be flown for 2019 but the arrangements would be expanded for 2020 to mark the 80th anniversary. This matter will be placed on a future agenda to discuss arrangements for 2020. It was **AGREED** that any events such as this will be marked with the flying of a flag unless it is a significant anniversary.
- 5.5 **Merchants Navy Day:-** It was **AGREED** that the flag would be flown on 3rd September followed by light refreshments in the Church.
- 5.6 **D-Day:-** It was reported that the D-Day Service was very successful.

6. **DATE OF NEXT MEETING**

The date of the next meeting was noted as 25th July, 2019.

There being no other business the Chairman closed the meeting at 8.14 pm.

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Chairman

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Date