

**MINUTES OF THE MEETING OF THE COMMEMORATION AND EVENTS SUB-COMMITTEE**  
**HELD ON THURSDAY 24<sup>TH</sup> OCTOBER, 2019 AT 7.00 PM**  
**IN THE COUNCIL CHAMBER, NORTH LODGE, CROMER**

**Present:-**

Chairman – Cllr. H. Cox, Cllr. T. Adams, Cllr. M. Bossingham,  
Cllr. R. Leeds, Cllr. D. Pritchard and Cllr. D. Russell.

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

**1. MINUTES OF THE MEETING HELD ON 5<sup>TH</sup> SEPTEMBER, 2019**

The Minutes of the meeting held on 5<sup>th</sup> September 2019, having been **AGREED** by Full Council on 9<sup>th</sup> September 2019, were signed by the Chairman.

**2. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS**

Declarations of interest were received as follows:-

Cllr. M. Bossingham – Royal British Legion.

Cllr. H. Cox – Royal British Legion.

Cllr. R. Leeds – PA.

Cllr. D. Pritchard – Royal British Legion and Poppy Appeal.

**3. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Samantha Annison and David Loades.

**4. PUBLIC PARTICIPATION**

No members of the public attended the meeting.

**5. ARMISTICE AND REMEMBRANCE – SUNDAY 10<sup>TH</sup> NOVEMBER 2019**

Cllr. Cox reported that the dedication of the Field of Remembrance went well and thanked all involved in setting it up. The Armistice plans are in hand and the Event Management Plan is in place. It was **AGREED** that Cllr. Pritchard will liaise with the Cromer and Sheringham Brass Band and ask them to contact the organist, David Shippey. Cllr. Pritchard will also send the band a copy of the order of service. Cllr. Cox reported that the arrangements for Monday 11<sup>th</sup> November are in place and the service will start at 10.50am at the War Memorial. Cllr. Adams will liaise with the bus companies and Police concerning the halting of the traffic at 11.00 am.

**6. VE DAY 75 – MAY 2020**

The Clerk reported that all arrangements are in hand and the Event Management Plan is in place. It was **AGREED** that the Clerk would book the Church for Saturday 16<sup>th</sup> May at 2.00 pm in order to carry out the presentations of the poppies. The arrangements for the presentations will be discussed at a future meeting.

**7. VJ DAY – 15<sup>TH</sup> AUGUST 2020**

The Clerk reported that details for any national arrangements are not yet known. This matter will be placed on a future meeting once any details have been received.

**8. BATTLE OF BRITAIN 80<sup>TH</sup> ANNIVERSARY - 15<sup>TH</sup> SEPTEMBER 2020**

The Clerk reported that the form for a flypast has been completed and submitted. It was **AGREED** that the Clerk would write to the VEO committee member who completed the form on Cromer Town Council's behalf and thank them for their time and work. The arrangements for this event will be discussed at a future meeting once the flypast and time has been confirmed.

**9. DATE OF NEXT MEETING**

The date of the next meeting was noted as 5<sup>th</sup> December, 2019. It was **AGREED** that the meeting scheduled for 2<sup>nd</sup> January 2020 would be cancelled.

**There being no other business the Chairman closed the meeting at 7.40 pm.**

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**Chairman**

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**Date**