

**MINUTES OF MEETING OF THE COMMEMORATIONS & EVENTS SUB- COMMITTEE  
HELD REMOTELY VIA ZOOM ON 26 AUGUST 2021**

**PRESENT**

Sub-Committee Chairman Cllr. D. Pritchard, Sub-committee Vice Chairman Cllr. E Spagnola  
Cllr. D. Russell

Mrs. J. Chance FSLCC (Town Clerk)  
Mrs. J. Warner PSLCC AICCM (Deputy Town Clerk)

1. **MINUTES OF THE MEETING HELD ON 03 JUNE 2021**

The minutes of the meeting held on 03 June 2021 which were **APPROVED** via Works & General Purposes Committee and Full Council, will be signed by the Sub-Committee Chairman when next appropriate.

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

Cllr. Pritchard – Member of Cromer Royal British Legion and local Poppy Appeal Organiser.

Cllr. Russell – Member of Cromer Royal British Legion

3. **APOLOGIES FOR ABSENCE**

Apologies for absence were accepted from Cllr. Bossingham (family commitment), Cllr. Bennett (work) and Cllr. West (work).

Apologies were noted from Ex-Officio member J, Austin, and from Cllrs. Leeds and Roberts.

4. **PUBLIC PARTICIPATION**

There were no members of the public present.

5. **VE DAY, VJ DAY. BATTLE OF BRITAIN & QUEEN'S JUBILEE COMBINED  
COMMEMORATIONS – 02-05 JUNE 2022**

It was noted that a meeting had been held to discuss the arrangements and a meeting has been arranged with the Safety Advisory Group on 09 September. It was suggested that the committee next meet in November.

The Chairman stressed the need for ALL members of the council to be available to help during the 4 days of commemorations and also in the run up to the events.

Cllr. Russell offered to arrange an exhibition of items relating to the Battle of Britain.

Cllr. Spagnola offered to make arrangements for sensory tents to be set up for those who would like somewhere calm and quiet to relax.

The Clerk advised that the estimated cost of the event is £27850. There is already £12k in reserves and a further £12k in the draft budget for 2022/23. It is anticipated that once the commemorative display of poppies is set up, many more will be sold which will bring in a profit.

It was agreed that for Battle of Britain Day 2021, the flag will be flown as per the flag flying policy. Cllr. Leeds will be asked what time he intends to raise the flag. Cllr. Russell will invite Jack Broughton and a standard bearer to attend.

6. **QUEEN'S GREEN CANOPY**

The Clerk will circulate an email received in respect of tree planting to commemorate the Queen's Platinum Jubilee.

7. **REMEMBRANCE 2021**

It was noted that that the Church are happy to accommodate the Service of Remembrance on Sunday 14 November and that to date there has been no word from the Royal British Legion re any need to scale down the Remembrance events. Thus, it was **AGREED** to progress arrangements to go ahead as normal this year and arrange a meeting with the Church and the Royal British Legion. It was suggested that light refreshments are provided in the Church after the service. Amy Dawson will be contacted to ask what she can provide in respect of a drum major or drum corps for the parade.

8. **CORRESPONDENCE**

There was no correspondence to report.

9. **DATE OF THE NEXT MEETING** – 7.00pm, 07 October 2021

There being no further business, the Chairman closed the meeting at 7.20pm.

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Signed

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Dated