

# **Minutes/Notes and Action Points from Remembrance Day Sub-Committee Meeting 27<sup>th</sup> August 2019**

**Present:** - Chair Cllr. G. Williams and Clerk J. Davies

Cllrs. V. Jones-Davies, C. Walton, D. Thomas, and Mayor Cllr. J. Stuart, and Alan Mead

**Apologies:** - Cllrs. A. Jones and Cllr. J Narborough, and Vicar Lance Sharpe

## **1) Terms of Reference for Remembrance Sub-Committee**

Rhayader Town Council took over the organisation of the Remembrance Day Activities and Service in 2018. At that time there was no Terms of Reference produced due to the timescale and organisation required.

Terms of Reference are now required as the work involved for the committee has increased. Next year in May 2020, we have the 75<sup>th</sup> Anniversary of V.E. Day Celebrations.

The Committee will be heavily involved with other groups and local businesses to provide a full weekend of activities to commemorate this occasion.

**Action** – Cllr. D. Thomas to compile Terms of Reference for the Remembrance Day Sub-Committee and present them at the next full Council meeting in September 2019 for Council approval as a working document.

## **2) Poppy Collection for Delivery to Listed Businesses**

Collection will be on the 24<sup>th</sup> of October 2019 at Crossfield House 5pm. Date and time provided by Llandrindod Branch.

Due to some confusion last year, a nominated Councillor will split the boxes into streets for easy collection and distribution.

**Action** – Councillor V. Jones-Davies to split boxes into street names for easy collection and distribution.

## **3) Service and Order of Service at the Town Clock**

Reverend Lance Sharp will conduct the Remembrance Day Service at the Town Clock.

The Order of Service leaflets are incorrect. The hymns are not in the correct order and there are one or two grammatical errors.

After a brief discussion it was agreed that financing new leaflets at this time would be costly and not necessary. Rev. Sharp can direct the congregation to the correct hymn at the correct place and time during the proceedings.

**Action** – Alan Mead and Rev. Sharp to check the leaflet for errors and structure the service accordingly.

## **4) Music**

Last year the timing of the music and the introduction to National Anthems was an issue.

Also, music needs to be louder for all to hear.

Cllr. C. Walton suggested additional speakers around the clock area. Use of MP3 Players or remote speakers discussed.

**Action** – Cllr. D. Thomas is to consult with Peter Phillips on issues of music.

**Action** – Cllr. D. Thomas to investigate the possibilities of surround sound.

**5) Citation and laying of the British Legion Wreath – Anthony Bennett, and the walk to Church after Clock Service.**

Discussion took place on the parade after the service to the church. In the past groups are a little unsure as to who leaves first and in what order. Also, issues around those who are not going to the church staying in the area waiting to meet family or just milling around makes the parade look a little untidy.

It was suggested that groups start leaving from South Street end and move round in that order, and **all** group members parade to the church via North Street in that order. Children and those wishing not to go to the church service can be collected or leave the parade after they have walked up North Street and not before.

**Action** – Cllr. C. Walton and Cllr. J. Stuart to inform all groups taking part in Remembrance Service at the clock and the church, of the procedure for collecting children and leaving the parade.

**Action** – Cllr. G. Williams to speak to Anthony Bennett regarding citation and laying of the British Legion Wreath.

**6) Turf on step at the Town Clock, or troughs inside triangle in front of the clock door?**

A discussion took place on this issue. It was agreed that turf looks better.

**Action** - Cllr. C. Walton to provide and place turf at the clock before the service.

**7) Councillors to read at the service.**

**Action** Cllr. J. Stuart and Cllr. D. Thomas will do the two readings at the service.

**8) Traffic Stewarding and Police.**

**Action** – Cllr. J. Stuart to organise traffic procedures on Remembrance Day

**Action** – Cllr. G. Williams to speak to the Police.

**Any Other Business**

**1) Clock Area** – Make sure area around the clock is as tidy as it can be on the day.

**Action** – Cllr. V. Jones-Davies to ask the manager of the Castle to empty outside ash trays.

**2) The wearing of medals**

**Action** – Can all Councillors encourage those who have medals to wear them on the day.

**3) Press Release and Social Media**

**Action** – Clerk to circulate Remembrance Day activities, procedures and timings near the time on our social media sites and a press release.

**4) Bugle playing at the Remembrance Service at the clock**

**Action** – Cllr. G. Williams to speak to R. Blakeway to play on the day

**5) Raising the ground in the triangles at the clock**

Discussion took place on this issue.

**Action** – Cllr. C. Walton to assess the area needing to be filled with a view to using Cotswold Gravel or Astro turf.

**6) V.E. Day 75<sup>th</sup> Anniversary Celebrations**

Cllr. J. Stuart discussed with the group, correspondence he had received regarding the V.E. Day 75<sup>th</sup> Anniversary Celebrations, which are to take place across the country over the weekend of the 8<sup>th</sup>, 9<sup>th</sup>, and 10<sup>th</sup> of May 2020.

There are to be a full weekend of events and activities. Ideas so far include:

- Street Party themed to time period of 40's and 50's

- Afternoon tea with tea dance
- Dressing windows and shops in time period of 40's and 50's
- Evening entertainment in local pubs
- Bringing all local groups together to put on a show
- Sports events
- Involving local churches to take part in activities and with special services.

This item will be discussed further at later meetings.

**7) Presentation of the money raised through Poppy Appeal in Rhayader.**

It was agreed by all that we should make more of presenting funds raised through the Poppy Appeal in Rhayader.

**Action** – Cllr. G. Williams to organise the presentation of funds to the Poppy Appeal representatives with Council present.

**Action** – Clerk to organise photo for local paper

Julie Davies

Clerk to Rhayader Town Council