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Meeting: Arts Culture and Tourism Committee, Item ACT2.9

Date: 12th October 2021

Author: Marketing, Communications and Community Engagement Officer (MCCEO)

Subject: Remembrance Sunday Preparations Update

1.0 Purpose of report

1.1 The purpose of this report is to update the committee on the organisation of the Town's Annual Remembrance Sunday parade at the Cenotaph.

2.0 Background information

2.1 This year's Remembrance Sunday falls on November 14th. Since the Royal British Legion can no longer organise civic events, the Town Council has taken on this important responsibility.

2.2 This year's event will follow the same format as it has done for many years.

2.3 Three road closures have been granted by Mendip District Council between 10:15am and 11:15am:

1. The High Street up to the Cenotaph
2. Cannards Grave Road from the junction with Compton Road to the Cenotaph
3. Townsend from Haskins Retail Park to the Cenotaph

Each of these road closures will be appropriately signed (using signs from the Shepton Mallet Carnival Committee) and manned by two marshals (from Highwayman Carnival Club). Two First-Aid trained marshals will be amongst the crowd in case there is a need to administer first aid. More urgent medical cover is provided by 999.

The parade crossing of Commercial Road heading to the Parish Church will just be managed by Marshals without a full Road Closure. Other members of the public can use the crossing.

2.4 A wreath has been ordered on behalf of the Town Council. It is anticipated that the Chairman of Full Council will lay it.

- 2.6 The Royal British Legion and Police have confirmed their attendance. The MCCEO is liaising with the Air Cadets about their attendance; they require permission and the MCCEO is providing them with the necessary information. The Fire and Ambulance services are yet to confirm attendance, as are the Scouts, Guides and other local clubs. The Royal British Legion is liaising with these groups and schools.
- 2.7 The MCCEO is going to write to local businesses and bus companies in Mid-October to advise them of the road closure and event. Residents of The Sidings and Park Road are also going to be letter-dropped to advise them of the event and Road Closure. Any Councillors who could volunteer to help deliver these letters please contact Conor in the office.
- 2.8 Cllr M Lovell is kindly assisting with the formation of a band, and most importantly a trumpeter, for the event.
- 2.9 The MCCEO will hold the necessary meetings with the Royal British Legion and marshals ahead of the event to go over the plans for the event.
- 2.10 idVerde will fly the Union Flag for the day. The MCCEO and Assistant Town Clerk (Planning and Amenities) will ensure this is actioned.
- 2.11 The Parish Church intends to hold a service that the public can attend following the service at the Cenotaph.

3.0 Financial Information

- 3.1 This event has a budget of up to £500. So far the only outlay costs incurred are the marshals at £10 per marshal, £80 total. These marshals have undertaken the necessary marshalling training offered by Bridgwater College and a number of them will be first aid trained.

4.0 Environmental Implications

- 4.1 None

5.0 Town Plan Reference

1. People

Encourage and facilitate family based activities	Ensure that there are events for all ages and areas of the community and that they are supported and promoted to a wide audience Facilitate activities across town that encourage people to get involve Work with community interest groups that bring events and activities to the community, to encourage participation
Support and promote clubs and societies, to encourage participation and growth	Develop strategies to work with and support groups that are representative of the community, to encourage participation and to combat social deprivation and loneliness.

5. Promotion

Support the market and events	Promote the delivery of a wide range of annual, seasonal and regular activities that includes the markets, Carnival, Lantern Parade, Snow Drop Festival, Festival of Dogs, Collett Festival and others, that encourages local participation and attracts visitors
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6.0 Recommendations

6.1 For councillors to note the report