



**MINUTES OF THE REMEMBRANCE COMMITTEE HELD ON THURSDAY 5<sup>th</sup> SEPTEMBER 2019 AT 7.30PM IN THE NEW SEACOURT HALL, 2<sup>nd</sup> FLOOR GRANT THORNTON BUILDING, BOTLEY.**

Present: Councillor Fairclough (Chair) and Councillors Berrett, Dykes.

In Attendance: Mr CA Ryde, Clerk.

**1. APOLOGIES FOR ABSENCE**

Councillor Rankin.

**2. DECLARATIONS OF INTEREST**

There were none.

**3. MINUTES OF THE PREVIOUS MEETING**

Were agreed as a true record

**4. PROGRESS TO DATE**

a). Responses Updated.

The Clerk reported that the majority of the invitations had been sent out week commencing 2<sup>nd</sup> September with the police, heads of local schools yet to be contacted. There had already been a response from RAF Benson, The Canadian Embassy, The Commonwealth War Graves Commission and many others. The balance of the invitations would be sent out by mid-September.

b). Councillors are asked to NOTE that: -

The Rev. Richard Budgen will again co-ordinate participation by the local clergy.

Dr Rook has kindly agreed to be the Speaker at this years' service. The Clerk undertook to provide Dr Rook with a formal invitation.

**5. OTHER ISSUES**

a). Matthew Arnold Pupil Reading the 'Exhortation'.

The Clerk undertook to write to the Head of MAS inviting him to attend and requesting the Head Girl and Head Boy to attend and read the Exhortation and one war poems.

b). Attendance of St. John Ambulance First Aiders.

Clerk had requested attendance

c). Wreath Laying Arrangements to continue to include announcements of individuals laying wreaths?

d). NHPC will lay two wreaths. (Chairmen of the Council and Remembrance Day Committee)

The Committee decided that The PC Chair and Councillor Dykes would lay wreaths on behalf of NHPC

e). Dalton Barracks.

The Clerk undertook to call Dalton Barracks to ensure that the written invitation ref the Guard of Honour had Gone to the right person.

f). Order of Service Sheets. Same number as last year (800 copies). The Committee decided that there should only be 2 Poems this year possibly read by the Head Boy and Head Girl of the School.

g.) Police Presence – Still to be contacted.

h). Chairs – The Parish Clerk reported that he had contacted Graham Sillman who confirmed that he would transport chairs to the service and return them after the service and will liaise with Councillor Dykes.

i). Councillor Dykes undertook to contact Gareth Jennings ref playing the Bugle at the Minutes silence on Monday 11<sup>th</sup> November and Councillor Berrett undertook to contact the Rev Clare Sykes to see if as a one off the minutes silence Service could take place in the Botley Church forecourt in view of the amount of building works in the precinct.

**6 ANY OTHER INFORMATION.** The chair requested budget details from the Clerk and the event on Monday 11<sup>th</sup> November was discussed .

**7 DATE OF THE NEXT SCHEDULED MEETING :17/10/19**

*CA Ryde 17/10/19*