



Minutes of the Remembrance Day Committee held on Thursday 18th June 2020 at 7.00pm via Video Conference

Attendees: Cllr G Fairclough (Chairman), Cllrs L Berrett (part of meeting), A Dykes and A Rankin

In attendance: Sharon Henley – Locum Clerk

1. **Apologies for Absence:** There were none.
2. **Election of Committee Vice Chairman:** Cllr Anne Dykes was nominated by Cllr Fairclough and this was seconded by Cllr Berrett. The nomination was unanimously approved.
3. **Declarations of Interest in Items on the Agenda:** There were none.
4. **Approval of Draft Minutes of the Meetings:**
 - a. **20th June 2019** – These were not available
 - b. **17th October 2019** – These were unanimously approved
5. **Questions from Members of the Public:** No questions received.
6. **Progress to Date:** Cllr Berrett left the meeting at this point.
 - a. **Proposed Arrangements for 2020 Remembrance Day Virtual Service:** Cllr Fairclough outlined that the service would need to be organised differently this year in view of the ongoing social distancing requirements. There was no indication at present on what arrangements would be in place by the time the service happened. To that end he had contacted several parties who were usually involved in the service to discuss ideas. The Commonwealth War Graves Commission suggested that he speak to the British Legion. The British Legion on being contacted informed Cllr Fairclough that they had not made any decisions or recommendations on the arrangements for this year's service but the assumption was that there would be a marking of Remembrance.

Cllr Fairclough outlined four options going forward:

1. Doing nothing, which was unacceptable
2. Holding a virtual service for which the outgoing Clerk, Colin Ryde, had prepared some costings
3. A service with reduced numbers attending eg two soldiers, two clergy and an opportunity for wreath laying but a generally closed service. It would not be possible to stop members of the coming into the cemetery.
4. A normal service.

Cllr Fairclough thought it would be better to have a small service with a few people attending rather than just a virtual service. Attendance numbers could be increased nearer

the time if this became possible. It was possible that the service could be broadcast via Radio Cherwell as had been done in the past.

Cllr Rankin suggested contacting a local professional photographer who may be interested in helping in a voluntary capacity.

Cllr Fairclough proposed holding a minimalist service as previously outlined in point 3 above and this was seconded by Cllr Dykes.

Cllr Fairclough to contact all those who were normally involved and explain the current situation and plans. The Clerk to contact the Scouts and the Embassy to discuss their possible involvement.

It was further agreed to arrange for a bugler to play The Last Post at 11am on 11th November following by two minutes' silence as had been done previously and this was unanimously agreed.

7. **Virtual Service Costs:** Following the above discussions Cllr Fairclough hoped that any costs for broadcasting the event through Radio Cherwell and/or online would come under the usual Council funding. He would however be asking the full Council to earmark additional funding if required.

8. **Other Issues:** There were none.

9. **Any Other Information:**

The programme for the service was discussed and it was agreed to keep it similar to last year's programme, with readers from the Matthew Arnold School and a speaker which Cllr Fairclough agreed to source.

The WI were due to occupy their building again from the following week and Cllr Fairclough to contact them to ask whether they would like to be involved.

Potential streaming platforms for the service were discussed, eg Facebook Live. Cllr Fairclough to investigate this further with Cllr Berrett.

Cllr Fairclough to scope out the overall work involved in arranging the service and present a plan to the other Committee members within the next few weeks with a view to dividing out tasks. He would also put a pack together for future years which would set out how the service should be arranged and include organisations and contact details. It was confirmed that there was a budget of £550 for Remembrance Day this year.

10. **Date of Next Meeting:** Thursday 3rd September at 7pm.

There being no further business the meeting closed at 19.28 hours.