



North Hinksey Parish Council



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Minutes of the Meeting of the Remembrance Day Committee held at 7pm on Thursday 16th June 2022 in the Seacourt Hall

Present: Cllr Dykes (Chairman), Cllrs Berrett, Rankin, Potter and Fairclough

In attendance: Linda Morrison Allsopp (Clerk to the Parish Council)

There were no members of the public present and Zoom was not in operation.

1. Apologies for Absence:

Cllr Dykes apologised for being late and delaying the start of the meeting.

2. Declarations of Interest:

None

3. Approval of Minutes of Meeting of 21st October 2021:

Minutes approved as a correct record by the meeting.

With the agreement of the meeting the Chair changed the order on the Agenda.

4. Proposal for the co-option of Cllr Graham Fairclough to the Committee:

Proposed by Cllr Potter and seconded by Cllr Berrett. Cllrs Dykes, Berrett, Rankin and Potter voted in favour and Cllr Fairclough abstained. **Cllr Fairclough was co-opted.**

5. Election of Vice Chairman of Remembrance Day Committee:

Cllr Fairclough was proposed by Cllr Berrett and seconded by Cllr Potter. There were no other nominations and Cllrs Dykes, Berrett, Rankin and Potter voted in favour of Cllr Fairclough as Vice Chairman and Cllr Fairclough abstained. **Cllr Fairclough was elected.**

6. Questions from members of the public:

None

7. To agree outline plans for 2022 Service

The Risk Assessment, Position Plan, Participant instructions the Final Order of Service and the Event Plan from last year were all in Drop box.

Cllr Fairclough suggested widening the religious denominations represented. There was suggestions of contacting the Elim Church on Botley Road and the Muslim faith representative that contacts NHPC about the use of the Louie Memorial playing Fields for Eid.

The feedback from the representative of War Graves Commission, who attended last year was very positive.

In the last 2 years the event had to be scaled back because of Covid, that is no longer the case and more organisations can be invited. Cllr Fairclough has the template letter, which he will provide to the Clerk. Rev Richard Budgen does the clergy organisation and Cllr Fairclough will write to him inviting him to do so again this year.

Clergy are contacted now, the Embassies in the first week September, with Mathew Arnold School being contacted in late August early September.

Cllr Fairclough to meet with Clerk to pass over documents and identify denominations. Finding a Speaker for the 5-minute address is also a priority. There were various suggestions around the history of conflict including the 40-year anniversary of the Falkland Island Conflict.

8. Agree actions required and allocation of tasks

Cllr Berrett volunteered to write and put up a notice on Botley Notice Board, the Facebook page and the website. Cllr Fairclough to contact Rev Budgen. The list of required legal documents are on the system. Last year, in the absence of a Clerk, Cllr Berrett organised the printing with Radio Cherwell. Cllr Rankin did front of house and volunteered to do so again this year. NHPC Chair will again do the introduction. There was a query around the chairs in Cllr Dyke's garage. These included ones from old hall and a small table used for poppies. Since the WI is close to the cemetery and they are already involved with the provision of teas and coffees after the event, Cllr Fairclough volunteered to talk to them about storage and provision of chairs. The wooden duck boards are provided by either Oxfordshire County Council or Oxford City Council.

9. Any Other Information:

None

10. Date of Next Scheduled Meeting: 7pm on Thursday 1st September 2021

Meeting Ended at 19.58