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Witney Town Council

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30 December 2019

To: Members of the VE Day 75 Working Party - *J King, J Aitman, R Bolger, O Collins and D Enright (and all other Town Councillors for information)*

You are hereby summonsed to a Meeting of the **VE Day 75 Working Party** to be held in the Council Chamber, Town Hall on **Monday, 6th January, 2020 at 5.00 pm** for the transaction of the business stated below.

AGENDA

1. **Apologies for Absence**

To receive and consider apologies for absence.

Working Party Members who are unable to attend the meeting should notify the Town Hall prior to the meeting, stating the reason for absence.

2. **Declarations of Interest**

Members are reminded to declare any disclosable pecuniary interests in any of the items under consideration at this meeting in accordance with the Town Council's code of conduct.

3. **Minutes** (Pages 3 - 4)

To receive and consider the minutes of the VE Day 75 Working Party meeting held on 6th November 2019 and any matters not covered on the agenda.

4. **VE Day 75th Anniversary Commemoration Update** (Pages 5 - 6)

To receive and consider the report of the Office Manager concerning the commemorative events to be held on the weekend of 8 – 10th May 2020.

A handwritten signature in blue ink, appearing to read 'S Groth'.

Town Clerk

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**VE DAY 75 WORKING PARTY COMMITTEE MEETING OF THE
WITNEY TOWN COUNCIL**

Held on Monday, 4 November 2019

At 4.00 pm in the Council Chamber, Town Hall

Present:

Councillor J King (Chair)

Councillors:	J Aitman	O Collins
Officers:	Nicky Cayley Adam Clapton Polly Inness	Democratic Services Officer Office Manager Communications & Events Officer
Others:	1 member of the public.	

1 APOLOGIES FOR ABSENCE

Apologies for their absence were received from Cllrs Bolger and Enright.

2 DECLARATIONS OF INTEREST

There were no declarations of interest in matters to be discussed at the meeting.

3 MINUTES

The Working Party received and considered the minutes of the meeting held on 2 September 2019.

RECOMMENDED: that the minutes of the meeting held on 2 September 2019 be agreed as a correct record and signed by the Chair.

4 LEYS CENTENARY UPDATE

The Office Manager gave a verbal update on the possible commemorations for the centenary of The Leys as a recreation ground. The Witney Carnival Committee had unanimously voted to theme the 2020 Carnival on the 1920's. There would be a stall available for the Town Council if members wished to run one.

RECOMMENDED: that the update from the Office Manager be noted.

5 VE DAY 75TH ANNIVERSARY COMMEMORATIONS

The Working Party received and considered the report of the Office Manager. It was advised that Richmond Village were unable to facilitate an afternoon tea on Friday 8th May as they had other

activities arranged. West Witney Women's Institute might be able to serve a tea but would not be able to provide a catering service. Members discussed this and decided that a "Bring and Share" lunch for the community would be more in keeping with the spirit of V.E Day and this should be advertised to the town.

There was a suggestion that Witney Voice Box Choir could be approached to see if they could put on a "Big Sing" and the Chair was still keen for a Freedom Parade and Fly Past to take place. Officers advised that the Council had resolved not to go ahead with the latter and this decision could not be over-turned for a period of six months.

It was noted by the Working Party that V.E 75 Day was supporting SSAFA – the Armed Forces Charity and members asked if Officers could approach them to see if they would like to put on an event in one of the halls. Members also heard that the Witney Squadron, Air Cadets had turned down invitations elsewhere so that they could support events in Witney; they would, however, require a specific thing to do. Members decided they, along with the Army Cadets should be asked if they wanted to put on an event in one of the halls.

A member commented that if the Town Crier was to perform the Cry for Peace on Friday 8th May, it might be nice to have people ringing handbells all the way from the Methodist Church to St. Mary's Church who would then ring their bells at 7pm. Whilst this was met with enthusiasm, it was agreed that the implementation might be difficult. An alternative might be to invite people to ring bells around Church Green. A local piper should also be contacted to see if he would take part in the events at the Market Square.

Finally, it was agreed that the Church Service was not a Civic Service as such, as other Towns would all be having their own services, but it was requested that the Mayor invite his counterparts in Unterhaching and Le Touquet.

RECOMMENDED:

1. that the report of the Office Manager be noted;
2. that a press release be issued advertising a "bring and share" lunch to be held in the Market Square on 8 May 2020, and to advertise the availability of Burwell Hall and the Corn Exchange on that evening free of charge for the community;
3. that Witney Voice Box Choir are approached regarding a "Big Sing";
4. that the local SSAFA be contacted to see if they wanted to do anything for the events;
5. that the Cadets (from all Forces) should be involved in some way, and that perhaps they may wish to take up the free usage of a hall for an event;
6. that the local Piper be contacted to see if he would open the weekend's celebrations;
7. that the Mayor invites his counterparts in Unterhaching and Le Touquet to the Service at St. Mary's on Sunday 10th May.

The meeting closed at: 4.40 pm

Chair

VE DAY 75 WORKING PARTY

Date: Monday 6th January 2020
Title: Commemorations Update
Contact Officer: Office Manager – Adam Clapton

BACKGROUND

Following the last meeting of this Working Party the current draft running order of commemorative events is as follows:

Friday 8th May

2.00pm	Music in Market Square	<i>Witney Town Band</i>
2.45pm	Cadet forces form up on Market Square	<i>Witney ATC & ACF</i>
2.55pm	The Last Post (not part of national events)	<i>Bugler/British Legion</i>
3.00pm	The Battles O'er & VE 75 Years	<i>Bagpiper</i>
3.00pm	Nation's Toast to the Heroes of WW2	<i>Mayor of Witney</i>
	Entertainment/Afternoon Tea begins in the Corn Exchange	
3.30-4.15pm		
4.30-5.15pm	<i>Voice Box Choir/WOAPA/Witney Dramatic Society by invitation</i>	
5.30-6.15pm	<i>Possible Big Sing/Bring and Share in Corn Exchange</i>	
6.55pm	A Cry for Peace Around the World	<i>Witney Town Crier</i>
7.00pm	Ringling Out for Peace (from the Methodist Church to St Mary's)	<i>St Mary's Church</i>

Saturday 9th May

6.00-10.11pm Subsidised hire to be advertised for the Corn Exchange/Burwell Hall

Sunday 10th May

10.30am

Civic Church Service

St Mary's Church

CURRENT SITUATION

Verbal confirmation has been received from Witney Town Band and St Mary's Church for their part in the events. Invitations for the remaining events will be issued in the first week of January.

Likewise, a Facebook invitation will be issued in January to advertise free community use of the halls and to invite pictures from around Witney on VE Day in 1945 so that they can be displayed during the weekend.

ENVIRONMENTAL IMPACT

Having declared a Climate Change Emergency at its Council meeting on 26 June 2019 – with this in mind Councillors should have due regard to the environmental impact of any decisions they make with regard to its facilities and services it operates.

RISK

In decision making Councillors should give consideration to any risks to the Council and any action it can take to limit or negate its liability.

FINANCIAL IMPLICATIONS

A budget of £500 for the events has been agreed by the Council.

RECOMMENDATIONS

Member are invited to note the report; and consider any further invitations they would like issued for these events.