

STRATFORD-UPON-AVON TOWN COUNCIL

MAYORAL, CIVIC CEREMONIAL AND EVENTS COMMITTEE

17 March, 2020

Minutes
Pages 1-5

Present:
Councillors:

Alcock (Chairman)	Lee
Cleeve	Rolfe (Mayor)
Coles	Taylor
Curtis	Wall
J Fradgley	

Clerks: Civic Officer
The Town Clerk was present for part of the meeting

Press: None

Public: None

Councillor Jackson was present as an observer, pursuant of Standing Order C19.

66) Apologies

Apologies were received from Cllr Mackenzie, and were accepted for the reason given.

67) Declarations of Interest

None were received.

68) To receive written requests for dispensation for disclosable pecuniary interests

None were received.

69) To grant any requests for dispensation as appropriate

There were no verbal requests for dispensation.

70) Public Participation

None present.

71) To approve the draft minutes of the Mayoral, Civic Ceremonial & Events Committee held on 7 January, 2020

It was Proposed, Seconded and unanimously

RESOLVED: That the draft open minutes of the Mayoral, Civic Ceremonial & Events Committee held on 7 January, 2020, be approved as a correct record.

The Chairman sought approval to defer agenda item 7.1 minuted as 83 until the Town Clerk was present.

72) Christmas Lights Switch-On

Members noted that the event would take place on Thursday 26 November, and following the recommendation made at the 7 January meeting, at the earlier time of 4:30pm.

LSD Promotions have put together a flyer to help advertise and promote the event, and members were asked for comments. Following a brief discussion, it was

Proposed, Seconded and unanimously

RECOMMENDED: To approve the proposed flyer, but that it should be amended to include the timings of the carol singing, the Switch-on and the opening of the Grotto.

73) Broadcasting Mayor Making

The report was noted

Following a brief discussion, it was

Proposed, Seconded and unanimously

RECOMMENDED: To defer any further discussion to such time when it was more relevant, bearing in mind the ongoing Coronavirus (Covid19) restrictions.

74) Update regarding VE Day 75

In the light of the current Coronavirus pandemic, the celebrations being planned to commemorate VE Day 75 on 8 May have been cancelled.

75) 600th Anniversary of the Stratford-upon-Avon Guildhall

The report was noted, regarding the difficulties encountered in identifying a suitable variety tree for the proposed north facing site. Cllr J Fradgley offered to seek further advice from a tree specialist she would be meeting with in the next week or so.

A report will be tabled at the next meeting.

76) Replacing the Civic Car

The Kia Nero has been on trial for a period of two weeks, allowing the Mayor and Consort and the Civic Chauffeur time to determine its suitability as the replacement civic car. Currently the trial is proving very successful, and the car is to be returned to Electric Zoo on Monday 23 March.

The Black box which was fitted to the Jaguar on the 8 February, has completed its analysis, and a full report regarding the findings will be presented to the next meeting.

77) Funeral Fair – 2021

It was Proposed, Seconded and unanimously

RECOMMENDED: To establish a Task and Finish Group, to plan and oversee arrangements and set an appropriate budget.

The Chairman asked for volunteers to join the Task and finish Group, and Councillors Cleeve, Coles and Rolfe agreed to serve.

78) Training CPR/Defibrillators

It was Proposed, Seconded and unanimously

RECOMMENDED: To approve Councillor Cleeve's request to coordinate a training session on the 31 May prior to the Town Council meeting, specifically for Members and Events Staff. Another open event would be arranged during the school holidays to enable children to participate along with their parents/guardians.

79) Civic diary 2020/2021

It was Proposed, Seconded and Unanimously

RECOMMENDED: To approve and adopt the Civic diary 2020/2021.

80) Shakespeare Schools Week

Members noted that the proposed Shakespeare Schools Week activities, involving a visit to the Town Hall on Friday 20 March, had been cancelled due to the Coronavirus Pandemic.

81) Mayoress/Mayor at Home

Following a brief discussion, it was Proposed, Seconded and unanimously

RECOMMENDED: That the final decision on whether to hold a Mayor or Mayoress at Home should be determined solely by the incumbent Mayor.

82) Town Clerk/Honorary Freeman Board

It was Proposed, Seconded and unanimously

RECOMMENDED: To gratefully accept the kind offer of former Town Clerk, Trevor Cox, to provide and pay for a plaque,

explaining when the Borough Council ceased to exist and when it was replaced by the current Town Council.

83) Flag Flying Policies

Detailed protocols for the flying of flags at the Town Hall and on the proposed Community flag Pole near the Swan fountain in Waterside were considered concurrently. Members congratulated the Town Clerk and Civic Officer for the work they had put in formulating such robust policies.

It was then Proposed, Seconded and unanimously

RECOMMENDED:

To approve and adopt the flag flying policies, and to advertise in the local media to inform local organisations about the Community Flag Pole and set up an on-line diary and booking form for the Community Flag Pole on the Town Council website.

The Chairman declared the meeting closed at 7:30pm