

**Notes on the meeting of the WW1 Commemoration working group held on Thursday
1st February 2018 at 2pm in Clevedon Town council Offices**

Present

Clevedon Town Council	Cllr D. Shopland, Cllr A Shopland, Cllr L. Little
Civic Society	Mrs Wendy Moore, Mrs Norma Campbell
Royal British Legion	Mr Brien Wood, Mr Bob Blackwell
Churches Together	Fr Reg Gray, Trevor Cranshaw, Philip Durrant

Apologies

Apologies received from Cllr Judith West

Friday Night Concert – 9th November 2018

Cllr Shopland informed the meeting that he was arranging the concert that will start at 7.30pm . The Community Centre had been booked for the 9th November. He had spoken to several groups in respect of performing and was arranging the programme of events. It is intended that the hall will be appropriately decorated for the event. It was **AGREED** that a draft programme with full details of the acts would be produced for the next meeting. The actual printed programme would be distributed free of charge on the night. There will be an interval and break during the event; the Interval for approximately 20 – 30 minutes. A band has been booked by Cllr Shopland to play for the concert.

Tickets to be sold at £5 Money raised will be donated to Blind Veterans UK formally known as St Dunstan's created in 1915 to support those blinded in the First World War.

ACTION CLLR SHOPLAND

It was **AGREED** to publicise the event from July through the Councils and organisations newsletters, with posters and full advertising from beginning of October when the tickets will go on sale. It will be agreed at the next meeting where the tickets will be sold, all tickets will be numbered but there will be no seat allocations.

ACTION PAULA HEATH

There has been no response for request for stories and artefacts for to be shown at the concert. **AGREED** an article would be placed in the Town Councils newsletter with the text sent to the other organisations to promote.

ACTION PAULA HEATH

Sunday Service – 11th November 2018

Update on the service. – Church representative

Rough timing 10.35 –10.45 parade start

10.50 service start

11.00 2 min silence

11.10 service ends

There is no band to lead the march. Cllr Shopland is contacting the Samba Band to see if three of their members could lead the march following instruction as to speed and tempo.

ACTION CLLR SHOPLAND

The names of all the first World war fallen would be read in full; its intended that this would be the last time the names would be read in public. A request would be made for volunteers – 2 or 3 people- to read the names, it would be appropriate if these were from Clevedon families.

ACTION PAULA HEATH

Cllr Shopland is providing a stage for the service which will be parked in the Triangle Area. A road closure order has been agreed with North Somerset Council

ACTION CLLR SHOPLAND

Service is being organised by the Churches Together Group incorporating the various religious domination in Clevedon. An order of service will be provided on the day. Once a hymn has been agreed the words will be provided to be included on the Service Sheet

ACTION PAULA HEATH & TREVOR CRANSHAW

Music at the service - The Salvation Army band has been requested but should for operational reasons they not be able to attend an alternative back up would need to be agreed; possible request to musicians in Clevedon.

Symbolic act – the handing over of a baton from a representative of the Royal British Legion to a representative/s from Clevedon School; 'passing on the responsibility to remember'. To be discussed and agreed at the next meeting

Bugler – RBL would provide the bugler for the last post

ACTION BOB BLACKWELL

Cllr Shopland is arranging for a gun or maroon to mark the 2 minutes silence; as currently done on the Pier.

ACTION CLLR SHOPLAND

The Pier who have held a service over the last couple of years will be asked to join the Town Centre event

ACTION PAULA HEATH

Part of the requirements of the Road Closure Order is to provide marshals at the appropriate barriers it would be discussed at the June meeting obtaining volunteers for this.

Agree dates of next meeting.

JUNE 5th 2pm at Clevedon Town Council Offices