



HEXHAM TOWN COUNCIL

I GIVE NOTICE that an online meeting of the Community Engagement Remembrance Day Sub-Committee will be held on Thursday 18 November 2021 at 6.00pm when the following matters will be considered:

A G E N D A

1. Apologies for absence.
2. To receive minutes of the Community Engagement Remembrance Day Sub-Committee meeting held 1 November 2021, enclosed.
3. Matters arising (if any).
4. Councillors' declarations of interest (see enclosed).
5. Debriefing on Remembrance events in 2021.
6. To agree a date and time for the next meeting.
7. Any urgent matters at the Chairman of the meeting's discretion (*matters to be raised under this item should be written out (if possible) and handed to the Chairman of the meeting or the Clerk before the meeting begins*).

Jane Kevan
Town Clerk
12 November 2021

Hexham Town Council
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Hexham
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Hagenda1121No2.CERDay

HEXHAM TOWN COUNCIL

MINUTES OF THE COMMUNITY ENGAGEMENT REMEMBRANCE DAY SUB-COMMITTEE MEETING HELD ONLINE ON 1 NOVEMBER 2021 (6.00-7.00pm)

343.	PRESENT: Councillor L Williscroft-Ferris in the Chair and Councillors D Kennedy, S Fairless-Aitken and C Ponsford, Messrs T Gillanders, G Robinson, J Dumbrell and A Hodgson, Ms W Breach, Mrs C Westgate and Ms C Booth.
344.	No APOLOGIES FOR ABSENCE were received.
345.	MINUTES of the meeting held on 5 October 2021, having been circulated, were AGREED.
346.	MATTERS ARISING: <ul style="list-style-type: none">a. POEM (minute 339b and action log refers). It was AGREED that Wilfrid Gibson's "The Fear" will be read as part of the Mayor's address.b. TOWN TWINNING MAYORS' QUOTES (minute 339f and action log refers). It was noted a quote from the newly elected Noyon Mayor is pending. It was further noted the Service of Remembrance programme had been changed and sent for printing.c. PRE-EVENT TASKS (minute 339g and action log refers). It was noted these continue to be progressed.d. COURANT (minute 339j and action log refers). It was noted information has been provided and there should be an article in the 4 November edition. It was further noted the Chair and Clerk will liaise regarding the necessity for a public notice.e. HOSPITAL WREATH (minute 341b and action log refers). It was noted that only the Mayor will visit the hospital.f. REMEMBRANCE BOOKLETS (minute 341c and action log refers). It was noted these have been ordered.g. BUFFET INVITES (minute 341d and action log refers). It was noted these have been sent, including to Brigadier David Clouston.
347.	DECLARATIONS OF INTEREST: No declarations of interest were made.
348.	REMEMBRANCE EVENTS 2021: The following were NOTED/AGREED: <ul style="list-style-type: none">a) The poppy cross ceremony at the Cemetery war graves will start at 10.15am on Saturday 13 November.b) Laying a wreath at the War Memorial boards in the Hospital will be at approx 11.45am.c) There will be no Scottish piper this year.d) There will be no Honour Guard this year.e) Sherry or fruit juice will be offered on arrival to those attending the buffet.

	f) Hexham Freemasons may join the parade.
349.	NEXT MEETING: It was AGREED that the next Sub-Committee meeting will be held online on Thursday 18 November 2021 at 6.00pm.

Action Log

Obtain quote from Noyon Mayor if possible (minute 346b)	Cathy Booth
Continue pre-event tasks (minute 346c)	Clerk
Liaise re need for Courant public notice (minute 346d)	Councillor Williscroft-Ferris/Clerk
Contact the Hospital Chaplain (minute 341b)	Clerk
Collect and distribute booklets (minute 346f)	Clerk/Operations Manager
Confirm buffet numbers, etc with the Beaumont (minute 346g)	Clerk
Details of 41 Club volunteers to be forwarded to Alan H	George Robinson

Chairman

HEXHAM TOWN COUNCIL - DECLARATIONS OF INTEREST

Under the Code of Conduct adopted by the Council on 3 September 2012 Councillors must declare if they have a disclosable interest in any matters under consideration.

To do so Councillors should use one of the following statements:

1. "I have a disclosable pecuniary interest
in..... (for example) Agenda item 3,
Planning application number 13/1234".
(NOTE: Code of Conduct paragraphs 11&15 apply).
2. "I have a disclosable personal interest
in..... (for example) Agenda item 4,
Grant aid application by Hexham Youth Initiative
(NOTE: Code of Conduct paragraph 13 applies).

Councillors should familiarise themselves with the Code of Conduct regarding the definitions of (A) pecuniary interest and (B) other personal interest and their obligations when declaring any such interests.

To ensure Councillors interests are correctly minuted please use one of the above statements when declaring an interest.

NB. Should a Councillor wish to take part in the consideration and voting on a matter or matters in which he/she has a disclosable interest then they may request a dispensation be granted to enable them to take part in the discussion and voting on it but at least 10 days' notice must be given for any dispensation request.