

Minutes of the **REMEMBRANCE DAY COMMITTEE MEETING** of Tonyrefail & District Community Council held on Tuesday 11th October 2016 at The Capel Farm Resource Centre, Tonyrefail which commenced at 6.00 pm

PRESENT: Councillor S. Kiff Councillor S. Stevens, Mr. S. Jones (The Royal British Legion and PCSO A. Blackburn

In Attendance – Mrs. Pauline Williams – Clerk

1. TO ELECT A CHAIRMAN FOR THE ENSUING YEAR

Councillor S. Kiff was nominated for Chairman and seconded. It was **RESOLVED:** That Councillor S. Kiff is elected as Chairman for the ensuing year.

2. TO ELEECT A VICE CHAIRMAN FOR THE ENSUING YEAR

Councillor S. Stevens was nominated for Vice Chairman and seconded. It was **RESOLVED:** That Councillor S. Stevens is elected as the Vice Chairman for the ensuing year.

3. APOLOGIES FOR ABSENCE

3.1 APOLOGIES SUBMITTED FOR APPROVAL

Apologies were submitted from Mr. J. Kiff (The Royal British Legion).

3.2 APOLOGIES NOT SUBMITTED

No apologies were received from Reverend Canon Ruth Moverley, Councillors G. Evans, K. Godfrey and G. Powell.

4. DISCLOSURES OF PERSONAL INTEREST

Councillor S. Kiff declared a personal interest – (Chairman of The Royal British Legion) and took part in the meeting.

5. REMEMBRANCE DAY 2015

5.1 REMEMBRANCE DAY PARADE

The Clerk was asked to contact Tonyrefail School to ask if the school yard could be used for parking on the day.

P.C.S.O A. Blackburn advised that the Police would be in attendance to manage the road closure. He will also try to organise a drummer.

The Clerk to contact Gail Evans to ask if the drum will be available and to check that the P.A. System and the Loud Haler are both in working order.

The Clerk to obtain tape to cordon off the grave sections in the cemetery in order that everyone attending will be standing on the roads only in the cemetery.

It was stated that Mr. Andy Phillips will be taking photographs on the day.

Initials.....

Date.....

It was agreed that the parade should be kept to 6 persons per row and that this would be announced at the start of the parade.

S. Kiff to contact the Army cadets to ask if they are able to attend.

S. Kiff advised that large poppies have been ordered and these would be displayed along the parade route and on Tonyrefail square.

The Clerk was asked to write to the local schools and the County Borough Councillors advising of the date and time of the parade and service.

5.2 REMEMBRANCE DAY SERVICE

The service was discussed and A. Blackburn advised that he would check with Reverend Canon Ruth Moverley to ascertain whether or not Mr. Trevor Jones and Mr. Steve Vargas are available on the day.

The laying of the wreaths was discussed and the Clerk was asked to contact Gail Evans from The Royal British Legion to obtain an up-dated list. It was resolved that Gail Evans would be invited to the next meeting.

5.3 POSTERS AND ORDER OF SERVICE

There were slight amendments to the poster made. The printing of the order of service would be carried out in the Community Councils office.

5.4 REMEMBRANCE DAY ORDER OF SERVICE

It was agreed that the final layout for the order of service would be discussed at the next meeting.

The next meeting of the Remembrance Committee will take place on Tuesday 1st November 2016 at 6.00 pm.

The meeting closed at 18.51 pm

Signed.....

Date.....