

Agenda item number: 9

Date of meeting: 9th September 2019

THATCHAM TOWN COUNCIL

Events Committee

Report by: John Sackett

Job Title: Events Manager

Subject: Remembrance Sunday Parade and Armistice Day

1 Purpose of Report

To provide an update on the planning for the 2019 Remembrance Sunday Parade and Services at War Memorial and at St Mary's Church organised by the Town Council which will take place on 10th November 2019.

Update on Armistice Day Service to be held on Monday 11th November at The War Memorial, Bath Road.

2 Background of Event

In September 1981 the Town Council was approached by The Thatcham Branch of the Royal British Legion to take over responsibility for organising the annual Remembrance Sunday Parade. The Town Council agreed and since then has taken the lead on the event whilst working closely with The Thatcham Branch of the Royal British Legion, the Royal School of Military Survey and parade participants.

3 Planning update

It is estimated that 4,000 people were in the crowd and 650 were in the parade in 2018 and although last year's event coincided with Armistice Day, we are planning for similar numbers.

Note that Planning meeting with key stakeholders will take place 7.00pm on 2nd September and as such a verbal update will be presented on the key points relating to this meeting. The proposed new layout for the parade ground is attached

As a result of feedback from last year's event, 2 additional features are planned to enhance attendees' enjoyments.

An additional stage podium will be hired, so key speakers can be better seen by audience. Hire of improved p/a system placed strategically so audience can hear the service

Armistice Day Service will take place at 10.45am at War memorial. This is led by the Royal British Legion with refreshments available at Council Chambers afterwards.

4 Finances 2019/20

Total for Remembrance Sunday and Armistice Day

	2019 Projected	2019/20 Budget
Total income	0	0
Total expenditure	12,294	11,370
Net balance	12,294	11,370

A detailed budget report is included under item 11

5 Publicity

Press releases will be issued, and posters displayed on the Town's noticeboards. The event will be promoted via social media and on the Town Council's website and in its Newsletter. Local schools will be emailed about the event.
