

Correspondence File 1

Events SC

30 September 2021

PROPOSED TIMELINE FOR the MAYOR'S CHRISTMAS CARD COMPETITION

1. Boxes delivered to schools w/c Sept 13th
2. Boxes collected **1st November**
3. Entries scanned and sent to the Events SC Members
4. All Members rank their preferred top three from each school (conferring with fellow Sub Committee Members is permitted) and submit their choices to Admin by **5th NOVEMBER**
5. Monday 8th November Admin Officer collates the ranked winners and sends to the Mayor and Chair for a final decision on the overall winner.
7. Certificates and prizes:

The winning entry is printed (x 50 copies)		approx. £65
and framed (x1 copy)		approx. £100
Overall winner	Framed copy, £10 giftcard , certificate	£10
Ranked 1 st at each school	£10 giftcard and a certificate	£30
2 nd & 3 rd ranking	Certificate each	
Approx budget required		£250
8. Mayor makes presentations at school assemblies prior to the end of term.
Admin to arrange dates between **6th & 16th December**

Procedures for Remembrance Service 2021

Task	Action	Done
TTRO	Submit to CCBC	✓
Traffic Management Quotes	Pending	
Book Pipe and Drum Military Band Band	Request has been made by Iain Martin (RBL) TBC	
Arrange date for Pre-Meeting at St Michael's Church.		
Confirm Standard Bearers with RBL		
Send letters of invitation to groups (Scouts & Cubs, Brownies, NWP, Fire Service, YGM, YGG, YSt E, Y Eapl (Head Boy & Head Girl) Rugby Club		
Create attendance register		
Book Beulah Brass	Confirmed 21/09/21 Bugler (band member) confirmed	✓
Email Invitation to Councillors		
Letter to businesses re road closure	2 weeks in advance	
Order wreaths x 2 from RBL	Wreaths already in stock	✓
Order wreath centre stickers ATC logo	In stock	✓

ABERGELE BRANCH. ROYAL BRITISH LEGION

Remembrance Day Parade and Service of Remembrance Programme
and Schedule of events for SUNDAY 14th NOVEMBER 2021.

Phase 1.

Assembly. Formation and March Off to St Michaels Church:

0930hrs: Parade participants will assemble at PEEL St. Abergele, alongside the Garages at the Water St end of Peel St. The Parade Marshal is to take control of formation of Parade.

0945hrs: Approx: The Parade will march off along the following route:

Peel St into Water St.

Water St into Market St

Market St into St Michaels Church.

Note1. The route will be monitored and controlled by Traffic Marshals organized by Council.

Note2. Parade Marshal to liaise with i/c Traffic Marshals and i/c Police to ensure all is well prior to moving the Parade.

Note3. Health and Safety/Covid Government rules and regulations are to be adhered to throughout.

Phase2 over

Phase 2.

Service of Remembrance St Michaels Church.

The service will be conducted by the Reverend K.A. Johnson. Throughout the service, Parade Marshal is to ensure strict liaison with Rev Kate.

At the commencement of service, Standards will be received and placed on alter. Standard bearers are then to exit alter area via the Elfod Chapel on instruction, and take their allotted seats.

1045/50hrs approx: During last hymn, and under instruction of the Parade Marshall, the Standard bearers will approach the alter, via the Elfod Chapel, and receive their Standard/Flag, after which they will line up on the chancel steps. Once this has been done, the cross, choir and the Rev Kate will lead the way outside to the War Memorial, followed by, and in the following order:

Standard/Flag Bearers and Escorts.

Mayor of Abergele, Dignitaries, and Council members.

Officers and members of the Royal British Legion.

Uniformed Organisations.

Representatives of other organisations.

The remainder of the congregation.

Phase3 over

Phase3.

Service of Remembrance at War Memorial, in Church grounds.

Standards will form up facing the War Memorial under instruction from Parade Marshal.

The clergy will be on the wall side along with the choir. The Beulah Band will be in the vicinity of the Yew Tree.

Officers of the Abergele Branch RBL, along with Mayor and Councillors will form up, facing the War Memorial, on the pathway. All other dignitaries will form up to the left.

Wreath Layers will form up under instruction from Parade Marshal.

Bugler will take up position at Lychgate, having established contact with clergy and Parade Marshall

1055hrs Service commences with Introductory Prayer.

1100hrs Exhortation

Last Post

Two minutes silence

Reveille

Kohima Prayer.

Continue Phase3 over

Laying of Wreaths. Parade Marshal to supervise in following order:

Mayor Of Abergele

Branch President Abergele RBL

Service Assc.

Police/Fire Service.

Youth Organisations.

Other Organisations.

Closing Prayers.

At the end of Service. The Parade Marshall shall form up the return Parade in Church Walk, the parade will then march off on reverse route.

Note1: The Parade Marshal is to make command decision with regards to weather conditions and to liaise throughout with Police/Traffic Control Supervisor prior to march off. Also if there is to be a return march.

Note2: President/Chairman is to escort the Mayor to saluting base prior to the return march off. Chairman to organise the escort.

Note3: Due to ongoing health concerns, there will be no refreshments this year.



Plans announced for The Queen's Platinum Jubilee Central Weekend 2022

There will be year-long Platinum Jubilee celebrations throughout the United Kingdom, the Commonwealth and around the world as communities come together to celebrate The Queen's historic reign.



In 2022, Her Majesty The Queen will become the first British Monarch to celebrate a Platinum Jubilee, seventy years of service, having acceded to the throne on 6th February 1952 when Her Majesty was 25 years old.

Throughout the year Her Majesty and members of the Royal Family will travel around the





opportunity for communities and people throughout the United Kingdom to come together to celebrate the historic milestone. The four days of celebrations will include public events and community activities, as well as national moments of reflection on The Queen's 70 years of service.



Thursday 2nd June

The Queen's Birthday Parade (Trooping the Colour): Over 1,400 parading soldiers, 200 horses and 400 musicians will come together in the traditional Parade to mark The Queen's official birthday, usually held on the second Saturday in June.

Beginning at Buckingham Palace, the Parade will move down The Mall to Horse Guard's Parade, joined by Members of the Royal Family on horseback and in carriages. The Parade will close with the traditional RAF fly-past, watched by The Queen and Members of the





Islands, Isle of Man and UK Overseas Territories.

For the first time, beacons will also be lit in each of the capital cities of the Commonwealth countries to celebrate The Queen's Platinum Jubilee.



Friday 3rd June

Service of Thanksgiving: A Service of Thanksgiving for The Queen's reign will be held at St Paul's Cathedral. Further events will be announced in due course.





Saturday 4th June

The Derby at Epsom Downs: Her Majesty The Queen, accompanied by Members of the Royal Family, will attend the Derby at Epsom Downs.

Platinum Party at the Palace: The BBC will stage and broadcast a special live concert from Buckingham Palace that will bring together some of the world's biggest entertainment stars to celebrate the most significant and joyous moments from The Queen's seven decade reign. Members of the public will be invited to apply to attend this special event and details of the ballot for UK residents to secure audience tickets will be released in due course.





Sunday 5th June

The Big Jubilee Lunch: Every year since the idea began in 2009 The Big Lunch has encouraged communities to celebrate their connections and get to know each other a little bit better, coming together in a spirit of fun and friendship. In 2022 The Big Lunch will bring the Jubilee celebrations into the heart of every community.

People are invited to share friendship, food and fun with neighbours as part of the Platinum Jubilee celebrations. A Big Jubilee Lunch can be big or small - street party or picnic, tea and cake or a garden barbeque. The Big Lunch provides tips and ideas for hosting an event.

The Platinum Jubilee Pageant: A pageant featuring over 5,000 people from across the United Kingdom and the Commonwealth will take place against the backdrop of Buckingham Palace and the surrounding streets. It will combine street arts, theatre, music, circus, carnival and costume and celebrate the service of Her Majesty's reign, as well as honouring the collective service of people and communities across the country.



Detailed Income & Expenditure by Account 30/09/2021

Month No: 6

Account Code Report

	Actual Last Year	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent
<u>Expenditure Detail</u>							
4087 Events	199	415	5,000	4,585	6,000	(1,415)	128.3%
Total Overhead	199	415	5,000	4,585	6,000	(1,415)	128.3%
Total Income	0	0	0	0			0.0%
Total Expenditure	199	415	5,000	4,585	6,000	(1,415)	128.3%
Net Income over Expenditure	(199)	(415)	(5,000)	(4,585)			
Movement to/(from) Gen Reserve	(199)	(415)					

Detailed Income & Expenditure by Budget Heading 30/09/2021

Month No: 6

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
108 Christmas Decorations								
4202 Timers & Basic Infrastructure	0	0	4,150	4,150		4,150	0.0%	
4204 Purchase of Trees	3,895	0	5,000	5,000		5,000	0.0%	
4205 New Tree Lights	0	0	1,500	1,500	335	1,165	22.3%	
4206 Infrastructure Work(Trees)	459	0	500	500		500	0.0%	
4207 Installation	6,898	0	10,000	10,000	6,898	3,102	69.0%	
4208 Electricity	691	0	700	700		700	0.0%	
4209 Barrier Hire	60	(60)	0	60		60	0.0%	
4211 Donations/Contributions	500	750	500	(250)		(250)	150.0%	
4212 Signs,Tags & Engraving	54	0	100	100		100	0.0%	
4213 Competition Prizes	0	0	50	50		50	0.0%	
4215 Hire of Motifs	7,180	0	0	0		0	0.0%	
Christmas Decorations :- Indirect Expenditure	<u>19,738</u>	<u>690</u>	<u>22,500</u>	<u>21,810</u>	<u>7,233</u>	<u>14,577</u>	<u>35.2%</u>	<u>0</u>
Net Expenditure	<u>(19,738)</u>	<u>(690)</u>	<u>(22,500)</u>	<u>(21,810)</u>				
6001 less Transfer to EMR	2,762	0						
Movement to/(from) Gen Reserve	<u>(22,500)</u>	<u>(690)</u>						
Grand Totals:- Income	0	0	0	0			0.0%	
Expenditure	19,738	690	22,500	21,810	7,233	14,577	35.2%	
Net Income over Expenditure	<u>(19,738)</u>	<u>(690)</u>	<u>(22,500)</u>	<u>(21,810)</u>				
less Transfer to EMR	2,762	0						
Movement to/(from) Gen Reserve	<u>(22,500)</u>	<u>(690)</u>						