

**Notes on the meeting of the WW1 Commemoration working group held on Tuesday 23<sup>rd</sup> October 2018 at 2.15pm in Clevedon Town council Offices**

Present

Clevedon Town Council	Cllr D. Shopland, Cllr A Shopland, Cllr L. Little, Cllr J. West, Cllr G. Hill
Civic Society	Mrs Wendy Moore, Naomi Campbell
Royal British Legion	Mr Bob Blackwell, Brian Wood
Churches Together	Farther Reg Gray Mrs Jean Balcombe
Salvation Army	Cadet Amanda Sewell
Town Clerk	Ms Paula Heath

**Apologies**

Apologies were received from Trevor Cranshaw & Phil Durrant

**Friday Night Concert – receive a report on the details of the Friday Night Concert, being organised by Mr & Mrs Shopland.**

There had been a problem with the programme for the Friday Night as much of the arrangements had been done by Mr John Prescott, who had been taken seriously ill. The programme for the night may not be known until the day of the concert.

A representative from the Blind Veterans Association (formally St Dunstan's) will be attending.

The event will start at 7.30pm and estimated finish at 10pm. The hall will be decorated on the evening of the Thursday 8<sup>th</sup>; any member able to help from about 7pm.

**Sunday Service –**

To receive details of parade responses

Brownies, Guides, Scouts, Coastguard and the Fire Service have all indicated that they are unable to attend. No response has been received from the Army and Airforce Cadets, Mr Blackwell agreed to Check.

To discuss/agree PA & Music for the service

In the absence of Phil Durrant, Jean Balcombe volunteered to check on the PA and the music and will inform the Town Clerk. Spec Savers had agreed to allow the Council to use their Electric.

To confirm the final schedule and times for the day

Parade to form at 10am – March 10.25-10.35am – service 10.40 – 10.45am- 2 minutes silence as close to 11am as possible, but timing may slip as names could not be timed. 5 people to read the names 29 or 28 each.

A copy of the order of service to be given out on the day was circulated at the meeting. The stage to arrive 10 – 10.30am

To agree the presentation of the plaque to the school on 12<sup>th</sup> November 2018

On 12<sup>th</sup> November 2018 at 11am – Cllr West & Mr Blackwell.