

MINUTES OF A MEETING OF THE CIVIC COMMITTEE
HELD IN THE COUNCIL CHAMBER, KING'S HOUSE,
THETFORD, ON THURSDAY 8th AUGUST 2109 AT 10.00 a.m.

Present

The Mayor Councillor B J Canham

Councillors:

R F W Brame

J Hollis

S N H Wright (V Chair)

D M Crawford

J James (Chair)

None Voting Councillors:

M P Brindle

C Harvey

M Taylor

Officers in attendance:

David Brooks

Chris Crimmen

VEM Officer

Committee Secretary

MINUTES

- 245/19 DECLARATIONS OF ANY DISCLOSABLE PECUNIARY INTERESTS
None.
- 246/19 APOLOGIES FOR ABSENCE
Apologies were received from Councillor C Barreto.
- 247/19 MINUTES
RESOLVED: The minutes of the Committee meeting held on 13th June 2019 received by Full Council on 25th June 2019, as a true record and be signed/initialled by the Committee Chairman.
- 248/19 ACTION POINTS:
- The video of the Civic regalia will now be filmed during HOD's week.
 - The meeting dates were reviewed and now reflect forthcoming civic events.
 - The Civic Invitation list review is ongoing.
 - A small Task & Finish group was set up to investigate global links (Chair, Councillors C Barreto, R Brame & M Taylor) .
- 249/19 REVIEW OF CIVIC BUDGET 2019/20:
The Committee reviewed the Civic budget and there were no queries from Councillors.
- 250/19 SKAWINA VISIT
The Chair asked the committee to consider a Gift for the Mayor to take to Skawina acknowledging 15 years of formal relationship. After a discussion Councillor D Crawford proposed and Councillor J Hollis seconded:
RESOLVED: That Thetford Town Council purchase an engraved clock made from locally sourced wood to present to Skawina to acknowledge 15 years of formal relationship.

The Chair asked the committee to consider a request to use the Mayors Allowance to pay for Mayor's consort to also attend Skawina event. After a discussion Councillor R Brame proposed and Councillor D Crawford seconded:

RESOLVED: That Thetford Town Council pay £690 for the Consort to fly to Skawina to support the Mayor on her visit to Skawina (NC 5300).

251/19

CIVIC EVENTS

The Mayor is planning a Christmas lunch this year.

252/19

CELEBRATION OF VE75 EVENT

It was agreed to form a small Task & Finish group to plan this celebration and the Civic Officer outlined the dates for the VE75 events:

VE75 Day – Friday 8th / Saturday 9th / Sunday 10th May 2020

Thetford Town Council has registered with the National Pageant Master its intentions to be part of the special national celebrations to commemorate the 75th anniversary of VE Day on Friday 8th May. Because we were the first Council to register in Norfolk we have been given one of only six Peace Bells that will be used by our Town Crier Harry Tuberville.

Friday 8th May

3pm – Battle's O'er & VE 75 Years Piper at Guildhall

3pm – The Nation's Toast to the Heroes of WW2

Piper, Mayor & Councillors at Guildhall

6.55pm – A Cry for Peace Around the World

Harry Tuberville, Mayor Councillors, Guildhall

7pm – Bells Ringing out for Peace St Peters

7pm onwards – Parties and Celebration

Hangar Bash in the Carnegie (ticketed)

Saturday 9th May 2020

Street party on market Square

The Council have started to try and engage with retailers – possibly to dress windows for the week leading up to the 8th May

Green Dragon & Weatherspoon's will both get involved in celebrations.

Sunday 10th May 2020

10.30am – Church Services of Celebration and Commemoration

St Cuthbert's

Tribute to the Millions & the Last Post

RAF Honington, Lakenheath and Mildenhall

253/19

PROPOSAL TO CONSIDER OUTSTANDING SERVICE TO THETFORD

The Chair asked the committee to consider how Thetford Town Council can have the opportunity to acknowledge and celebrate outstanding service to Thetford. She had tabled a paper showing three possible tiers of acknowledgment and there followed a discussion. Councillor S Wright proposed and Councillor B Canham seconded:

RECOMMENDATION: That Thetford Town Council adopts the three tiers of awards shown below and the recipients of these honours will be agreed by the Civic Committee and recommended to the Council for ratification.

Means of Acknowledgment	Considerations
Honorary Freedom	<p>Bestowing this honour is considered to be the highest a council can give.</p> <p>Section 249 (5) of the Local Government Act 1972 (amended by Chapter 5 of the Local Democracy, Economic Development and Construction Act 2009) states that a council may admit “persons of distinction and persons who have in the opinion of the Council, rendered eminent services to the town”.</p> <p>Further guidance is available in the Civic Ceremonial Handbook pages 173-4</p>
Honorary Town *****	<p>This option may be considered if wishing to bestow a title unique to the individual that specifically reflects and celebrates their contribution to the town</p>
Citizen Awards	<p>Inspiration for this acknowledgment comes from pages 143-144 of The Civic Ceremonial Handbook, Fifth Edition. It talks of a citizens’ award.</p> <p>This is a method of acknowledging residents’ contributions to the town and the dedication of time for the good of others. Nominations can be considered annually for the following: “Thetford Honoured Citizen Award” and “Thetford Junior Good Citizen Award”. There is an opportunity for this to be possibly held at the same time as the Annual Town Meeting.</p> <p>Policy and process would need to be established to enable the public to understand the Council’s objectives.</p>

254/19

COUNCILLORS ROBES

The Mayors Officer will have an assessment made of the current condition of the councillor robes and will recommend the way forward.

255/19

BUDGET 2020/21

The draft 2020/21 Civic Budget will be ready to review at the meeting on 10th October 2019. This will take into account expenses for:

- VJ Day
- Councillors Robes
- Annual Awards

256/19 COMMITTEE OFFICERS UPDATE
None.

257/19 COMMUNITY ENGAGEMENT
None.

Chairman.

ACTION POINTS	BY WHOM	BY WHEN
To review Civic Links and the Civic policy.	Chair & VEM Officer.	ASAP
To get a report from the specialist robe supplier and recommend the way forward.	Mayors Officer	ASAP
Task & Finish group Global Links (Chair , Councillors C Barreto, R Brame & M Taylor)	Chair & Civic Officer	ASAP
To consider VJ Day. Task & Finish Group (Chair Councillors R Brame & M Taylor)	Chair & Civic Officer	ASAP