

STRATFORD-UPON-AVON TOWN COUNCIL

CIVIC, HERITAGE AND EVENTS

11 March 2025

Town Clerk's Open Report

Agenda Item 8

Shakespeare Birthday Celebrations 2025

- **To receive an update regarding the event**

a) Invitations

Invitations have been issued to the VIP's, educational establishments and community representatives. Currently only a few responses have been received, so it is too early to judge what the overall demand will be for flagpole positions.

Following the recent confirmation that there is to be no official luncheon, the Town Council have been requested to assume responsibility for inviting the Diplomats. There is every chance that this near to the event that the take up may well be very poor, however a letter has been sent to several embassies to elicit interest. The Civic Officer had an informal chat with Peter Gregory-Hood, a former diplomat, who suggested an approach should be made directly to the Marshal of the Diplomatic Corp to hopefully obtain his assistance. It is however unlikely that the demand from the Embassies will be great, bearing in mind that we are only 8 weeks from the Celebrations.

Members will be updated when further information is to hand.

b) SAG Meeting

The SAG meeting to discuss the Birthday Celebrations will take place on 6 March via Teams. The Event Management Plan and all other documents have been submitted for circulation to relevant parties. The road closure for Saturday 26 April will be issued once the SAG has taken place, subject to any amendments.

c) Update from Kate Livingston

- **To note the report by Kate Livingston**

Kate Livingston has produced the written report attached as **Appendix 'A'** to bring members up to-date, and she will be in attendance to answer additional questions from members.

d) Draft Programme attached as Appendix 'B'

- **To note the draft programme (TBC)**

A draft programme is attached, although this may be subject to change nearer to the time of the event.

9) Commemorating VE Day and VJ Day

- **To note arrangements for 8 May for VE Day**

That In 2025, the United Kingdom marks the 80th anniversaries of VE Day on Thursday 8 May and VJ Day on Friday 15 August. Similar arrangement to those which marked the D-Day commemorations in 2024 have been put in place, the Lord Lieutenant has agreed to light the beacon on 8 May in the Garden of Remembrance at 9:30pm.

Remedial work will be needed to re-brand the beacon by adding the appropriate dates.

The official flag has been ordered and dispatched.

The suggested format for the evening has been sent to Reverend Patrick Taylor for consideration, and he will discuss this with Council Chaplain Reverend Paul Edmondson.

10) Volunteers Civic Reception: Friday 25 April 2025

Arrangements for the Volunteers Receptions are in hand, and Invitations will be issued shortly.

11) Shakespeare Schools Week: 28 March 2025

- **To note the update**

Bookings have been received from two schools, both requesting morning slots. The first slot is 10:00 - 10:45 am Shottery St Andrews School - 29 year 5 & 6 children, followed by 11:00 – 11:45 am Stratford Primary – 32 year 5 children

Councillors are aware of the date, and a rota will be drawn up once all replies have been received.

12) Town Hall Commercial Management Proposal

- **To approve the recommendation of the RFO regarding the reserve for Town Hall Commercial Management**

The RFO suggested to the Finance Committee at its November 2024 meeting that a reserve be made for Town Hall Commercial Management that can be used for improvements relating to Town Hall Hire. This would be funded by any end of year surplus for Town Hall Commercial Management, with a percentage of this used for local initiatives or similar.

13) Mayor Making, Civic Dinner and Civic Sunday

Arrangements for Mayor Making and the Civic Dinner on 16 May are well in hand. As agreed, the Council and honorarium personnel will gather at the Parish Centre to robe from 9:30pm to process directly into church at 9:50am for the start of the service at 10:00am. All other invited guests will be requested to go directly to church.

The Council will return to the Town Hall for a Civic reception via the Theatre Gardens as there will be no road closures in place.

14) Supply of Past Mayor, Mayoress/Consort Badges

We currently have one past mayor badge remaining in stock at Fattorini and no past Mayoress/Consorts badges. These were last ordered in 2020 when Past Mayor's badges x 5 were £289.55 nett and Mayoress/Consort badges £401.55 nett. The Mayoress badge is significantly more expensive as it has more component parts.

The current price for a 5 year supply: £339.15 (Past Mayor) and £548.14 (Mayoress/Consort)

The Officers recommend that consideration be given to discontinuing the use of the Mayoress/Consort brooch, which represents a significantly higher expense compared to the

alternative option of the single badge being used to represent both Past Mayors and Mayoresses/Consorts and defined by using different coloured ribbons—blue for a Past Mayor and red for a Mayoress/Consort

The options to consider are, to continue with the current arrangement, agree to the officers recommendation or to formulate an alternative.

Examples of the badges will be shown at the meeting

Town Clerk

4 March 2025