

**COMMEMORATION AND CELEBRATION SUB-COMMITTEE MEETING
WEDNESDAY 7 MAY 2025**

No	Item	Summary of Key Recommendations	Estimated Timescale for completion
1.	Apologies	<i>Nil</i>	<i>N/A</i>
2.	Declarations of Interest	<i>Nil</i>	<i>N/A</i>
3.	Minutes of Meeting held 02 April 2025	<i>Confirmed as a correct record</i>	<i>N/A</i>
4.	Commemoration Programme Update– HM Queen Elizabeth II.	<i>To recommend to the Corporate Policy and Resources Committee that the update as detailed in Appendix A is noted and that work continues by Officers in order to research costs and methods of delivery for the various activities contained in the agreed Commemoration Programme for HM Queen Elizabeth II.</i>	<i>December 2026</i>
5.	VE Day 2025 Update	<i>To recommend that the Corporate Policy and Resources Committee note the Programme of</i>	<i>8 May 2025</i>

		<i>events due to take place on Thursday 08 May 2025 to commemorate VE Day 80.</i>	
6.	Armed Forces Day 2026 Update	<i>To recommend to the Corporate Policy and Resources Committee that work continues by Officers to agree activities and to research costs and methods of delivery.</i>	<i>June 2026</i>
7.	Date of Next Meeting - Wednesday 04 June 2025	<i>Wednesday 4 June 2025</i>	

**MINUTES OF THE MEETING OF THE
COMMEMORATION AND CELEBRATION SUB-COMMITTEE
HELD VIA VIDEO-CONFERENCE ON
WEDNESDAY 7 MAY 2025 AT 6.04PM**

Chair: Alderman Knight-McQuillan (R)

In Attendance: Alderman Fielding (R)
Councillor McCully (R), Wisener (R)

Officers Present: M Quinn, Director of Corporate Services (R)
S McLaughlin, Business Support Officer (R)
J Keen, Committee and Member Services Officer (R)

Press 2 no. (R)

The Business Support Officer undertook a roll call of Sub-Committee Members present.

1. APOLOGIES

There were no apologies recorded.

2. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

3. MINUTES OF MEETING HELD 2 APRIL 2025

Summary, previously circulated.

AGREED – that the Minutes of the Commemoration and Celebration Sub Committee meeting held Wednesday 2 April 2025 were confirmed as a correct record.

4. COMMEMORATION PROGRAMME UPDATE – HM QUEEN ELIZABETH II.

Report, previously circulated, was presented by the Business Support Officer.

Purpose of Report

The purpose of the report is to provide an update on the Commemoration Programme for HM Queen Elizabeth II.

Background

On 5th December 2023, Council resolved to agree the following Notice of Motion:

Notice of Motion (A)

“This council acknowledges, with sadness, the recent passing of our late Sovereign Lady, Queen Elizabeth II. Pays tribute to the exemplary dignity, wisdom and diligence with which Her Late Majesty served our nation and the Commonwealth. Further acknowledges the tremendous debt of gratitude owed for the personal sacrifice and unwavering loyal devotion over her glorious 70-year reign.

This Council commits to honour and enshrine her memory in tangible commemoration across the Borough and invites council officers to present an options paper to the relevant committee for consideration in due course.

This council shall also establish a sub-committee to commence preparation for the coronation of His Majesty, King Charles III.”

Notice of Motion (B)

“That Causeway Coast and Glens Borough Council recognises the exemplary 70 years of service rendered by the late Her Majesty Queen Elizabeth II, as the United Kingdom’s longest reigning Monarch.

We are also very proud that the Late Monarch visited our Borough 5 times between 1953 and 2016, in which she included the unveiling of sergeant Robert Quigg VC statue in Bushmills, within my own constituency, which was to be her last visit.

In recognition of her shining example of exemplary selfless service, we the undersigned propose that a substantial permanent memorial be commissioned and located within the Borough and be in situ before or during 2026. We believe that the memorial should depict Queen Elizabeth II during her coronation and that ideally it would be located in a prominent and visible location

We further propose that officers prepare a report, taking this matter forward, to include options for design, location, consultation with appropriate groups and identification of a suitable budget as part of the estimates process.

This Statue will be a fitting tribute by the people of the Borough to the late Monarch, whose service to our country may never be matched again.”

Commemoration Programme

As detailed in the Commemoration Programme attached at Appendix A (circulated), Members had previously asked that the idea of a modern style

silhouette of the late Queen Elizabeth II with Paddington Bear and her beloved Corgis be explored.

As Members will be aware, the Northern Regional College attended the Commemoration and Celebration Sub Committee Meeting on 02 April 2025 when it was confirmed that the College will partner with the Council on this project.

Representatives from the Northern Regional College agreed to arrange a site meeting with the Chair of the Commemoration and Celebration Sub Committee to discuss further.

As previously agreed by Elected Members, a procurement exercise is currently active for the design and supply of an interior and exterior option using the following specifications:

Indoor:

- Size: 1000mm x 330mm
- Style: Cameo
- Material: Formed Epoxy Resin
- Location: Coleraine Town Hall
- Inside

Outdoor:

- Size: 3000mm x 1000mm
- Style: Queen Elizabeth's Favourite Flower - Rose
- Material: Corten Steel
- Location: TBC
- Outside

Financial Implications

Council has agreed a budget of £40,000 (2025/26) to continue with the delivery of the programme for Notices of Motion (a) and (b) and to cover activities planned for by this Sub-Committee.

Equality Implications

The Commemoration Programme will be screened in accordance with the Council's Policies and Procedures.

Recommendation

It is recommended that the update as detailed in Appendix A is noted and that work continues by Officers in order to research costs and methods of delivery for the various activities contained in the agreed Commemoration Programme for HM Queen Elizabeth II.

There were no questions or comments from Sub Committee Members.

Proposed by Councillor Wisener

Seconded by Councillor McCully and

AGREED – to recommend to the Corporate Policy and Resources Committee that the update as detailed in Appendix A is noted and that work continues by Officers in order to research costs and methods of delivery for the various activities contained in the agreed Commemoration Programme for HM Queen Elizabeth II.

- * **The Director of Corporate Services joined the meeting remotely at 6:10pm during presentation of the following item.**
- * **Alderman Fielding joined the meeting remotely at 6:16pm during consideration of the following item.**

5. VE DAY 2025 UPDATE

For information report, previously circulated, was presented by the Business Support Officer.

Purpose of Report

The purpose of the report is to provide a Draft Programme for VE Day 2025 for consideration and approval.

Background

On 1st October 2024, Council resolved to agree the following Notice of Motion:

“8th May 2025 will be the 80 year anniversary of VE Day where Nazi Germany officially surrendered, and World War 2 came to an end in Europe. I propose that Causeway Coast and Glens Borough Council organise and host a programme of events fitting to commemorate Victory in Europe Day on Thu 8th May 2025 - a programme that should be a spectacular celebration as well as remembering those who gave their all for all of us.”

The revised Terms of Reference for the former Coronation Sub-Committee was updated and agreed at its meeting on 22nd October 2024, to include commemorating VE Day 2025. It was also agreed to rename the Coronation Sub-Committee to Commemoration and Celebration Sub-Committee.

VE Day Action Plan 2025

Officers have been working towards delivering a programme of activity. The VE Day Programme is attached at Appendix A (circulated).

Financial Implication

A budget of £40K was agreed for 2025/26 in order to progress with activities associated with the Commemoration and Celebration Sub Committee's work which includes the VE Day Event.

Equality Implications

The VE Day Programme has been screened in accordance with the Council's Policies and Procedures.

Other considerations

As Members are aware, the VE Day event coincides with the NW200 and as Thursday 8th May 2025 is race day, road closures will be in place which may impact on planned activities for VE Day.

The NW200 Event Director has confirmed that a minute's silence will be observed prior to racing on the evening of Thursday 08 May 2025 with the riders and officials being invited to the front of the grid.

RAF Flypast

Council's application for a flypast at the VE Day Event has been unsuccessful. The Royal Airforce has confirmed that unfortunately, participation at this Event is not possible and explained that every year the number of requests they receive far outstrips the resources that are available.

Consultation Meeting

A further meeting was held on Thursday 10 April 2025 with various Stakeholder representatives in attendance. The draft Programme was considered at the meeting and updated accordingly.

Recommendation

It is recommended that Members note the Programme of events due to take place on Thursday 08 May 2025 to commemorate VE Day 80.

The Chair provided thanks to Council Officers for all the hard work completed to organise the VE Event. The Chair reflected on a conversation she had with a Veteran and referred to an interview with him that has been shared on social media.

Proposed by Councillor Wisener

Seconded by Councillor McCully and

AGREED – to recommend that the Corporate Policy and Resources Committee note the Programme of events due to take place on Thursday 08 May 2025 to commemorate VE Day 80.

6. 2026 ARMED FORCES DAY UPDATE

Report, previously circulated was presented by the Director of Corporate Services.

Purpose of Report

The purpose of the report is to provide an update on the preparations for Armed Forces Day 2026.

Background

At the Council Meeting on 5th December 2023 Council resolved to agree the following Notice of Motion:

“I call upon this council to submit an application to host Armed Forces Day 2026. This significant event is a great opportunity to show our support and give thanks to our military personnel and families both past and present including our veterans and cadets.

This event will attract thousands of visitors to our Beautiful Borough, supporting our local traders and tourism providers.”

Draft Armed Forces Day Programme

Officers are now working towards preparing a programme of activity. The initial Draft Armed Forces Day Programme is at Appendix A.

At this point, it is thought that Armed Forces Day 2026 will take place on Saturday 20 June 2026 which is the week before the rest of UK. This will allow us to maximise assets that might be used in other parts of the UK were it to be held on the same day.

This Programme will be similar to the previous event held in 2018 and will be updated as and when activities have been agreed.

Financial Implications

A budget should be agreed in order to progress with activities associated with Armed Forces Day 2026.

Although a budget of £40,000 was set aside for 2025/26 to cover activities planned for by this Sub-Committee, it is anticipated that the majority of the

spend associated with Armed Forces Day 2026 will be incurred in the 2026/27 financial year and should be factored into the Estimates for that year.

Equality Implications

The Armed Forces Day Programme will be screened in accordance with the Council's Policies and Procedures.

Recommendation

It is recommended that work continues by Officers to agree activities and to research costs and methods of delivery.

There were no questions or comments from Sub Committee Members.

Proposed by Councillor McCully
Seconded by Alderman Fielding and

AGREED – to recommend to the Corporate Policy and Resources Committee that work continues by Officers to agree activities and to research costs and methods of delivery.

7. DATE OF NEXT MEETING - WEDNESDAY 4 JUNE 2025

The date of the next meeting will be Wednesday 4 June 2025

There being no further business, the Chair thanked everyone for their attendance and the meeting closed at 6:21pm.

Chair