

**CORONATION SUB-COMMITTEE MEETING  
TUESDAY 27 FEBRUARY 2024**

<b>No</b>	<b>Item</b>	<b>Summary of Key Recommendations</b>
<b>1.</b>	Apologies	<b><i>None</i></b>
<b>2.</b>	Declarations of Interest	<b><i>None</i></b>
<b>3.</b>	Minutes of Previous Meetings	
<b>3.1</b>	Minutes of Coronation Sub Committee Meeting held Tuesday 28 <sup>th</sup> November 2023	<b><i>Confirmed as a correct record</i></b>
<b>3.2</b>	Minutes of Coronation Sub Committee Meeting held Tuesday 5 <sup>th</sup> December 2023	<b><i>Confirmed as a correct record</i></b>
<b>4.</b>	Coronation Grant Fund Report	<b><i>Noted</i></b>
<b>5.</b>	Draft Commemoration Programme	<b><i>Noted</i></b>
<b>6.</b>	Date of Next Meeting	<b><i>28<sup>th</sup> May 2024</i></b>

**MINUTES OF THE MEETING OF THE  
CORONATION SUB-COMMITTEE  
HELD IN THE COUNCIL CHAMBER AND VIA VIDEO-CONFERENCE ON  
TUESDAY 27 FEBRUARY 2024 AT 6.00 PM**

- Chair:** Alderman Knight-McQuillan
- In Attendance:** Alderman Fielding (C), Councillor Huggins (C), McCully (R), Storey (C)
- Officers Present:** M Quinn, Director of Corporate Services (C)  
P O'Brien, Funding Unit Manager (R)  
I Owens, Committee and Member Services Officer (C)
- In Attendance:** A Lennox, Mobile ICT Officer (R)  
  
Press 1 no. (R)
- Key:** **(C)** Attended in the Chamber  
**(R)** Attended Remotely

**1. APOLOGIES**

There were no apologies.

**2. DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

**3. MINUTES OF PREVIOUS MEETINGS**

**3.1 Minutes of Coronation Sub Committee Meeting held Tuesday 28<sup>th</sup> November 2023**

**AGREED** –that the Minutes of the Coronation Sub Committee Meeting held Tuesday 28<sup>th</sup> November 2023 are confirmed as a correct record.

**3.2 Minutes of Coronation Sub Committee Meeting held Tuesday 5<sup>th</sup> December 2023**

**AGREED** –that the Minutes of the Coronation Sub Committee Meeting held Tuesday 5<sup>th</sup> December 2023 are confirmed as a correct record.

#### 4. CORONATION GRANT FUND REPORT

Report, previously circulated, was presented by the Funding Unit Manager.

##### **Purpose of Report**

The purpose of this report is to inform members of the outcome of grant awards to the King Charles III Coronation Fund.

##### **Background**

Council agreed the King Charles III Coronation Grant Fund on 1<sup>st</sup> March 2022 with a budget of £15k.

At the Council Meeting on 04 April 2023, the following amendment was added

*In light of the high interest in the Coronation grant that an additional £15k be added to the grant fund either coming from reserves or other surplus budget areas, making the total fund available £30k. In addition, the Funding Unit are given delegated authority to action the grant applications on a rolling basis as they are received until 6th May or the £30k allocation has been exhausted with letters of offer being issued immediately after assessment and an information report can be brought to a later meeting on how the fund is administered”.*

The purpose of the Grant Programme was to provide funding to community and voluntary organisations for small scale community events and activities to mark the occasion of King Charles III Coronation.

Themes included:

- Celebration of community, encouraging people to get together and make connections through music, food, arts.
- Intergenerational projects that encourage sharing of stories and activities and getting to know a different generation and an understanding of the past.
- Any aspect of royalty, from the modern royal family, through to historic kingdoms, royal sites of local significance and the kings and queens celebrated in our folklore and mythology.

*Projects had to meet the following objectives:*

- i. Celebrate the Coronation of King Charles III in a spirit of inclusion and respect
- ii. Encourage, promote and celebrate community connections

The grant programme was opened for applications on 11<sup>th</sup> April 2023 on a rolling basis until all funds were allocated. A total of 115 applications to a total value of £38,683 were received on a rolling basis up to the date the fund was

closed. Council Officers carried out eligibility checks on the applicant organisations, and the applications were then assessed using a pass/fail approach.

The total value of the successful applications was £29,492. A list of the applications received, and the recommended grant awards are listed in Annex A, previously circulated.

### **Recommendation**

It is recommended that the Sub Committee note the report.

**AGREED** – to recommend that Corporate Policy and Resources Committee note the report.

## **5. DRAFT COMMEMORATION PROGRAMME**

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

### **Purpose of Report**

The purpose of the report is to present a draft Commemoration Programme, (to honour and enshrine the memory of Her Majesty, Queen Elizabeth II in tangible commemoration across the Borough), for Members to agree the prioritisation and to recommend approval to allow officers to begin work on the agreed programme including costs and method of delivery.

### **Background**

Council has ratified recommendations from the Sub-Committee through the Corporate Policy and Resources Committee including:

Members suggestions for a programme of activity to honour and enshrine the memory of Queen Elizabeth II in tangible commemoration across the Council

Identify options for resource requirements to deliver a programme of activity and commemoration.

Options for co-operation and collaboration with Partners.

A Notice of Motion has also been referred to the Sub-Committee via Council and Corporate Policy and Resources Committee which states that *“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.”*

### **Draft Commemoration Programme**

The suggestions referred to at paragraph 2.1 have been set out in the draft Commemoration Programme at Appendix A.

Members are asked to consider the draft programme and prioritise the events and initiatives it would like to deliver and suggest others. This will allow officers to focus on the agreed initiatives in terms of details, costs and method of delivery.

Members have indicated that they would like to work with external partners to deliver the programme. Members are asked to consider which events they would identify as most suitable for this partnership working. Members are reminded that the Sub-Committee can only be comprised of Elected Members.

### **Financial Implication**

As part of the Estimates process for 2024/25 Council agreed a budget of £20,000 for delivery of the programme. This will allow some of the suggestions to progress in the incoming financial year.

### **Equality and Rural Screening Implications**

The Commemoration Programme will be screened in accordance with the Council's policies and procedures.

### **Recommendation**

**It is recommended** that a draft Commemoration Programme to honour and enshrine the memory of Her Majesty, Queen Elizabeth II in tangible commemoration across the Borough is approved to allow officers to begin work on the agreed programme including costs and method of delivery.

The Director of Corporate Services advised that the costs of the bust recommended would be difficult to predict and referred to the work involved in commissioning the project and development to the first stage. The Chair, Alderman Knight-McQuillan suggested sourcing sculptures as a first stage in the process.

Councillor Huggins asked what the aspiration was in terms of determining which projects, previously discussed, would be deliverable within the budget available. The Chair, Alderman Knight-McQuillan, said she believed that all projects would be considered, with some dropping off.

Councillor Storey said as part of the tree planting project he would like Riverside Park in Ballymoney included as a location. Councillor Storey referred to an individual associated with the Dark Hedges who would be able to advise on a range of aspects in relation to tree planting.

Councillor Storey suggested as part of Ballymoney public realm scheme which would incorporate a new square, that it be renamed 'Queen Elizabeth Square'. Councillor Storey said that this would not impact on the current street names in the vicinity where addresses would remain unchanged.

Councillor Huggins said that given the tight deadline that any projects in association with 'D-Day' should move up the list given the involvement with outside agencies.

At the request of the Chair, the Director of Corporate Services confirmed that she would follow up on the purchase of a replacement Beacon and make contact with Group 10 Royal British Legion members.

**AGREED** - that the draft Commemoration Programme to honour and enshrine the memory of Her Majesty, Queen Elizabeth II in tangible commemoration across the Borough is approved and officers begin work on the agreed programme including costs and method of delivery.

## **6. DATE OF NEXT MEETING**

The date of the next meeting is 28<sup>th</sup> May 2024.

At the request of Councillor Huggins, the Director of Corporate Services advised a meeting could be scheduled to progress 'D-Day' commemorations and discuss help and involvement from Group 10 Royal British Legion.

There being no further business, the Chair thanked everyone for their attendance and the meeting closed at 6.25 pm.

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Chair