



**CORONATION SUB-COMMITTEE MEETING
TUESDAY 22 OCTOBER 2024**

No	Item	Summary of Key Recommendations
1.	Apologies	<i>Councillor Storey</i>
2.	Declarations of Interest	<i>None</i>
3.	Minutes of the Coronation Sub Committee meeting held Wednesday 28 May 2024	<i>Confirmed as a correct record</i>
4.	Review Terms of Reference	<i>To recommend that the Corporate Policy and Resources Committee approve the Terms of Reference be updated as detailed in Appendix 1, circulated.</i>
5.	Commemoration Programme	<i>To recommend that the Corporate Policy and Resources Committee approve that Council undertakes a Tender exercise to engage with a local artisan(s) to produce concept designs for a substantial permanent memorial to the late Her Majesty Queen Elizabeth II to be commissioned and located within the Borough. This would require an indicative cost, along with options for: Size; Style; Material; Location; Inside/Outside.</i> <i>To recommend that the Corporate Policy and Resources Committee approve that Council contact the Northern</i>

		<p>Regional College to establish whether it would be interested in taking on the brief for a modern style silhouette of the late Queen Elizabeth II with Paddington Bear and her beloved Corgis.</p> <p>To recommend that the Corporate Policy and Resources Committee approve that Council liaise with the Department for Infrastructure to establish the guidance on renaming streets after the late Queen Elizabeth II.</p> <p>To recommend that the Corporate Policy and Resources Committee approve that Council plants seven singular trees in each DEA, with the individual locations to be decided.</p>
6.	Date of Next Meeting	To be confirmed

**MINUTES OF THE MEETING OF THE
CORONATION SUB-COMMITTEE
HELD IN THE COUNCIL CHAMBER AND VIA VIDEO-CONFERENCE ON
TUESDAY 22 OCTOBER 2023 AT 6.09 PM**

Chair: Alderman Knight-McQuillan (C)

In Attendance: Alderman Fielding (C), Councillor Huggins (C), Councillor McCully (C)

Non-Committee

Members Present: Alderman S McKillop (C)

Officers Present: M Quinn, Director of Corporate Services (C)
P Donaghy, Democratic and Central Services Manager (R)
S McLaughlin, Business Support Officer (C)
U Harper, Committee and Member Services Officer (C)

In Attendance: A Lennox, ICT Mobile Officer (C)
M Kennedy, ICT Mobile Officer (C)

The Director of Corporate Services undertook a roll call of Committee Members present.

1. APOLOGIES

Apologies were received from Councillor Storey.

* **Alderman S McKillop joined the meeting in the Chamber at 6.10pm.**

2. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

**3. MINUTES OF THE CORONATION SUB COMMITTEE MEETING HELD
TUESDAY 28 MAY 2024**

AGREED – that the Minutes of the Coronation Sub Committee meeting held Tuesday 28 May 2024 were confirmed as a correct record.

4. REVIEW TERMS OF REFERENCE

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

Purpose of Report

The purpose of the report is to consider the updating of the Terms of Reference (Appendix 1, previously circulated) for the Coronation Sub-Committee.

Background

At its Meeting on 24 September 2024, the Corporate Policy & Resources Committee agreed 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.

At the same Meeting, it was also agreed that consideration be given to renaming the Coronation Sub-Committee in order to reflect its purpose and broaden its remit to other commemorative and celebratory occasions.

Proposals

It is proposed that the Terms of Reference be updated to include changing the name of the Coronation Sub-Committee to the Commemoration and Celebration Sub-Committee or Members may wish to offer alternatives.

Recommendation

It is recommended that the Coronation Sub-Committee recommends to Council that the Terms of Reference be updated as detailed in Appendix 1.

Councillor Huggins proposed that the Sub-Committee be renamed the Commemoration and Celebration Sub-Committee. This was seconded by Alderman Fielding.

Councillor McCully stated that, on reflection, he does not agree with the approach taken. He stated that only three of the seven parties on Council were represented on this Sub-Committee, and that it is important to get a wide breadth of membership. He stated that the matters should either be dealt with through the Corporate Policy and Resources Committee or the Sub-Committee membership should be expanded to include other parties. He stated that he would not be supporting the changes to the draft Terms of Reference.

Proposed by Councillor Huggins
Seconded by Alderman Fielding

- to recommend that the Corporate Policy and Resources Committee approve the Terms of Reference be updated as detailed in Appendix 1, circulated.

The Chair put the Proposal to the Sub-Committee to Vote.
3 Members voted For; 1 Member voted Against; 0 Members Abstained.
The Chair declared the Proposal Passed.

AGREED – to recommend that the Corporate Policy and Resources Committee approve the Terms of Reference be updated as detailed in Appendix 1, circulated.

5. COMMEMORATION PROGRAMME

Purpose of Report

The purpose of the report is to provide an update on the Commemoration Programme.

Notice of Motion (One)

“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 (Two)

“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.”

Notice of Motion (Three)

“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.”

Background

Council approved the Draft Commemoration Programme in February 2024 to honour and enshrine the memory of Her Majesty, Queen Elizabeth II in tangible commemoration across the Borough as per the Notice of Motion One above.

Subsequently, two further Notices of Motions were agreed as detailed above at 1.3 'Notice of Motion Two' and 1.4 'Notion of Motion Three'.

Draft Commemoration Programme (Appendix A, previously circulated)

Research is currently ongoing to obtain information and costings for various suggestions contained within the Draft Commemoration Programme as per Appendix A (previously circulated).

As previously reported, Armagh, Banbridge and Craigavon Borough Council is currently working on a project to install a bust or statue. It was agreed that, when available, information regarding costs, artist and material used will be shared. No further information is available at this time.

Members are now asked to consider an Action Plan for Notices of Motion Two and Three.

Financial Implication

As part of the Estimates process for 2024/25 Council had agreed an initial budget of £20,000 for delivery of the programme for Notice of Motion One. This will allow some of the suggestions to progress in this financial year.

A budget has not yet been agreed for Notice of Motion Two or Notice of Motion Three.

Recommendation

It is recommended that work continues by Officers on the agreed Commemoration Programme in order to research costs and method of delivery.

Members discussed Notice of Motion One and the proposal that a substantial permanent memorial to the late Her Majesty Queen Elizabeth II be commissioned and located within the Borough. Members discussed the option of undertaking a Tender exercise to engage with a local artisan(s) to produce concept designs. This would require an indicative cost, along with options for: Size; Style; Material; Location; Inside/Outside.

In response to a query from Councillor Huggins, the chair clarified that Motion 1 comprised of the two motions approved by Council in 2022/2023.

Proposed Councillor Storey, seconded Councillor Callaghan

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.

Proposed by Councillor Kyle, Seconded by Councillor Jonathan McAuley

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.

Proposed by Councillor Huggins
Seconded by Alderman Fielding and

AGREED – To recommend that the Corporate Policy and Resources Committee approve that Council undertakes a Tender exercise to engage with a local artisan(s) to produce concept designs for a substantial permanent memorial to the late Her Majesty Queen Elizabeth II to be commissioned and located within the Borough. This would require an indicative cost, along with options for: Size; Style; Material; Location; Inside/Outside.

Members discussed the suggestion to explore the idea of a “modern style silhouette of the late Queen Elizabeth II with Paddington Bear and her beloved Corgis”. The Chair stated that that had been her suggestion, and she had originally thought that this tribute could be located at Anderson Park, beside the new Northern Regional College (NRC) building in Coleraine. She suggested that Council could engage with NRC to establish whether it would be interested in taking on the brief for this project.

In response to a query from Councillor Huggins, the Chair clarified that all of the suggested projects on the list were being considered for implementation, but over a period of at least a couple of years.

Proposed by Councillor Huggins
Seconded by Councillor McCully and

AGREED – To recommend that the Corporate Policy and Resources Committee approve that Council contact the Northern Regional College to establish whether it would be interested in taking on the brief for a modern style silhouette of the late Queen Elizabeth II with Paddington Bear and her beloved Corgis.

Members discussed the possibility of renaming a street in each of the Causeway Coast and Glens District Electoral Areas (DEAs) and/or renaming Castlerock Promenade as Queen Elizabeth II Promenade to recognise the late Queen Elizabeth II.

The Director of Corporate Services advised that Council does not have the power to rename streets, and that Castlerock promenade is not in Council ownership as it falls under the Department for Infrastructure (DfI).

Councillor McCully asked that Council Officers look into the guidance on this matter to avoid the negative publicity that Mid and East Antrim Borough Council recently received regarding an attempt to rename its headquarters after the late monarch.

Proposed by Councillor Huggins

Seconded by Councillor McCully and

AGREED – To recommend that the Corporate Policy and Resources Committee approve that Council liaise with the Department for Infrastructure to establish the guidance on renaming streets after the late Queen Elizabeth II.

The Director of Corporate Services advised that the Portrush to Bushmills Greenway was one of the projects in the Growth Deal and that this item would be reviewed at the next meeting, as it is dependent on the decision regarding the Growth Deal. In response to a question from Alderman Fielding, the Director of Corporate Services advised that she would provide Members with information on the status of the consultation.

The Director of Corporate Services advised that, in relation to tree planting projects, Estates have advised that Oak trees would cost £100 each to plant. Members then discussed the number of trees to plant and possible locations.

Alderman Fielding proposed planting an Oak tree in each DEA. Councillor Huggins suggested that the Appendix to the Memorials Policy that lists tree planting locations could be used as a guide, but noted that this list does not include a location in each DEA.

Proposed by Alderman Fielding
Seconded by Councillor Huggins and

AGREED – To recommend that the Corporate Policy and Resources Committee approve that Council plants seven singular trees in each DEA, with the individual locations to be decided.

The Director of Corporate Services advised that she had engaged with Estates regarding green spaces and is awaiting further information, this proposal will be revisited at the next meeting.

The Director of Corporate Services advised the indicative cost of a tiled wall would be £5,000. Members agreed to keep that project on the list.

The Chair noted that the D-Day commemoration was completed and stated that Council staff did an excellent job. She noted that the event got great coverage and was well-received and executed, and she expressed her thanks to all Council staff involved in the execution of this commemoration.

Members discussed Notice of Motion Two. The Director of Corporate Services advised Members that it has been agreed that Armed Forces Day 2026 will be hosted by Causeway Coast and Glens Borough Council. She further advised that talks are ongoing with the Chief Executive of the Reserve Forces and

Cadets Association for Northern Ireland, and that the Sub-Committee will be updated at a future meeting.

In response to a query from Councillor McCully, the Director of Corporate Services advised that the location for the event has not been decided but that the event is likely to follow the same format as the 2018 event, which was held in Coleraine. She advised that Council will liaise with interested parties. The Chair noted that the detail of the event will be at the behest of the Reserve Forces and Cadets Association for Northern Ireland, although Council can put proposals to them.

Members discussed Notice of Motion Three. The Director of Corporate Services advised that there is no update at the moment but that an update would be provided at the next Sub-Committee meeting. Councillor Huggins noted that VE Day is in May and asked for assurance that planning for it would start now. She stated that advertising of the event should be started at the end of March or start of April.

Councillor McCully proposed that the schedule of Sub-Committee meetings be changed to allow actions from the Sub-Committee to be ratified by Council sooner. Councillor Huggins agreed with this proposal.

The Director of Corporate Services suggested that it may be possible to have the Sub-Committee meetings on the same night as the Land and Property Sub-Committee, to allow actions to go to the Corporate Policy and Resources Committee sooner. She noted that MS Teams is also an option for meetings, as the meeting schedule is busy.

6. DATE OF NEXT MEETING

The date of the next meeting was proposed as Wednesday 11th December, but this is to be confirmed.

There being no further business, the Chair thanked everyone for their attendance and the meeting closed at 6.50pm.

Chair

