

**COMMEMORATION AND CELEBRATION SUB-COMMITTEE MEETING
WEDNESDAY 1 APRIL 2026**

No	Item	Summary of Key Recommendations	Estimated Timescale for
1.	Apologies	<i>Councillor Storey</i>	<i>N/A</i>
2.	Declarations of Interest	<i>Nil</i>	<i>N/A</i>
3.	Minutes of Meeting held 4 March 2026	<i>Confirmed as a correct record</i>	<i>N/A</i>
4.	Freedom of the Borough Events	<i>To recommend that the Corporate Policy and Resources Committee notes the update</i>	<i>December 2026</i>
	'In Committee' (Items 5 – 6 inclusive)		
5.	Armed Forces Day 2026 Update	<i>To recommend that the Corporate Policy and Resources Committee notes the update</i>	<i>20 June 2026</i>

6.	Commemoration Programme Update – HM Queen Elizabeth II.	It is recommended that members note the update. In addition, that the design ideas from design provider (attached in Appendix B, previously circulated) are considered by Members. It is further recommended that the information detailed in Appendix A, previously circulated, is noted and that work continues by Officers to research costs and methods of delivery for the various activities contained in the agreed Commemoration Programme for HM Queen Elizabeth II.	December 2026
7.	Date of Next Meeting	Wednesday 3rd June 2026 at 6pm	

**MINUTES OF THE MEETING OF THE
COMMEMORATION AND CELEBRATION SUB-COMMITTEE
HELD VIA VIDEO-CONFERENCE ON
WEDNESDAY 1 APRIL 2026 AT 6.00PM**

Chair: Alderman Knight-McQuillan

In Attendance: Alderman Fielding
Councillor McCully, Wisener

Officers Present: M Quinn, Director of Corporate Services
A Hamilton, Democratic and Central Services Manager
I Owens, Democratic Services Officer

Press 1 no.

1. APOLOGIES

Apologies were recorded for Councillor Storey.

2. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

3. MINUTES OF MEETING HELD 04 MARCH 2026

Summary, previously circulated.

AGREED – That the Minutes of the Commemoration and Celebration Sub Committee meeting held Wednesday 4 March 2026 were confirmed as a correct record.

4. FREEDOM OF THE BOROUGH EVENTS

Report, previously circulated, was presented by the Democratic and Central Services Manager.

Purpose of Report

The purpose of this report is to provide an update on the arrangements for conferring Freedom of the Borough awards and to consider arrangements for Freedom of the Borough requests.

Update

At the meeting of the Commemoration & Celebration Sub Committee on 05 November 2025, it was agreed that a Special Council Meeting be arranged for consideration of Hannah Scott's Freedom Of The Borough and the NI Prison Service.

The meeting was held on Tuesday, 6th January, 2026 to consider a Notice of Motion (NoM) proposed by Alderman Boyle, seconded by Councillor Mairs:

"That this Council award the Freedom of the Borough to Hannah Scott, in recognition of her outstanding achievement in winning a Gold Medal in the Women's Quadruple Skulls, as part of the Great Britain and Northern Ireland team, at the Paris 2024 Olympic Games. Hannah is the first woman from Northern Ireland to win an Olympic Gold Medal since 1972. Granting the Borough's highest honour to her would be a fitting recognition of her success, and status as a role model to all young people in this Borough, especially young women and girls."

To consider a Notice of Motion proposed Alderman Callan seconded by Alderman Fielding:

"That Causeway Coast and Glens Borough Council confers the Freedom of the Borough upon the Northern Ireland Prison Service. Recognising the immense sacrifice of those prison officers who served in Northern Ireland through its most difficult times, and indeed who continue until the present day to serve this community with great bravery; and under the most trying of circumstances, to uphold the rule of law and democracy in our prisons. Furthermore, it remembers and salutes those officers who gave the supreme sacrifice for King and Country."

NoM 1: That this Council award the Freedom of the Borough to Hannah Scott: The Mayor stated the Notice of Motion was unanimously agreed.

It was **RESOLVED** – That Council Support The Notice of Motion.

NoM 2: That this Council award the Freedom of the Borough to the Northern Ireland Prison Service: The Mayor put the motion to the Council to vote. 20 Members voted For, 11 Members voted Against. The Mayor declared the motion carried.

It was **RESOLVED** – That Council Support The Notice of Motion.

Both recipients have been notified and informally accepted the Award.

The date that Council will award the Freedom of the Borough to Hannah Scott is Saturday 18th April at 11.30am in Coleraine Town Hall.

A date has been agreed in early September 2026 for Council's award of Freedom of the Borough to the Northern Ireland Prison Service.

There will be an initial planning meeting in May/June to progress. There will be an exhibition of the Prison Service to coincide with the event.

Members will be updated as plans progress.

Criteria for Future Freedom of the Borough Events

An outline of criteria for future Freedom of the Borough Events was verbally presented at the 05 November meeting of the Commemoration & Celebration Sub Committee. This was available as a report to be considered at the March 2026 meeting. The Minutes of this meeting were subsequently brought to the March meeting of the Corporate Policy and Resources Committee and passed for consideration at the Council meeting of April 2026.

Financial Implications

It is estimated that each Freedom of the Borough Event costs in the region of £8,000.

A budget of £20,000 was set aside for 2025/26 for Civic Functions, which covers Freedom Ceremonies.

A budget of £20,000 is included in the 2026/27 estimates for Civic Functions, which covers Freedom Ceremonies

Recommendation

It is recommended that Members note the update.

Sub Committee NOTED the update.

MOTION TO PROCEED '*IN COMMITTEE*'

Proposed by Councillor McCully

Seconded by Councillor Wisener and

AGREED – that the Commemoration and Celebration Sub Committee moves '*In Committee*'.

* **Press left the meeting at 6:05 pm**

5. ARMED FORCES DAY 2026 UPDATE

Confidential report, by virtue of paragraph(s) 1, 2 and 3 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland), previously circulated, was presented by the Democratic and Central Services Manager.

Purpose of Report

The purpose of this report is to give an update on Armed Forces Day 2026 which will take place in the Borough on 20th June, 2026.

Recommendation(s)

It is recommended that Sub-Committee notes the update, with further updates being provided through the Leisure & Development Committee on a monthly basis.

The Democratic and Central Services Manager gave an update in relation to the key points including military involvement, public relations, parking provision and equality implications.

The Democratic and Central Services Manager advised that monthly updates regarding Armed Forces day would be tabled at meeting of the Leisure and Development Committee meetings.

Sub Committee NOTED the update.

6. COMMEMORATION PROGRAME UPDATE – HM QUEEN ELIZABETH II

Confidential report, by virtue of paragraph(s) 1, 2 and 3 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland), previously circulated, was presented by the Democratic and Central Services Manager.

Purpose of Report

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

Recommendation

It is recommended that members note the update. In addition, that the design ideas from design provider (attached in Appendix B, previously circulated) are considered by Members. It is further recommended that the information detailed in Appendix A, previously circulated, is noted and that work continues by Officers to research costs and methods of delivery for the various activities contained in the agreed Commemoration Programme for HM Queen Elizabeth II.

The Democratic and Central Services Manager advised that following the March meeting it was agreed to continue engagement with the design provider including development of the 'blue rose' theme.

The Democratic and Central Services Manager also advised of the budget and provided an update in respect of equality and good relations impact assessment and further advised that the Equality and Diversity Officer would then consider the findings and reporting.

Alderman Knight-McQuillan at the request of the Democratic and Central Services Manager agreed to provide details of her contact for the bust and of her availability for dates to meet with the design provider.

Discussion ensued regarding availability of the Sub-Committee for meeting and the Democratic and Central Services Manager agreed to make contact with the design provider with an offer of a meeting via teams on Tuesday 21st or Friday 24th April during the day.

The Democratic and Central Services Manager advised of a possible delay following the outcome of the screening process and agreed to update the Sub-Committee with developments.

The Chair said it was important to follow due process and asked if decisions were subject to the Memorials Working Group. The Democratic and Central Services Manager said she would update the Sub-Committee in this regard.

Councillor McCully asked for the rationale for the focus on the 'blue rose' as opposed to 'Paddington Bear'. The Chair referred to the potential for copyright issues around 'Paddington Bear' and advised the Sub Committee that this was the late Queen's favourite rose.

Sub Committee NOTED the update.

The Democratic and Central Services Manager sought direction from the Sub Committee regarding 'In Committee' consideration of the upcoming Freedom of the Borough for the NIPS (Northern Ireland Prison Service).

The Chair said that given the potential level of personal information around the NIPS Freedom of the Borough it would be prudent to consider In Committee. All members in attendance were in agreement.

MOTION TO PROCEED '*IN PUBLIC*'

Proposed by Alderman Fielding

Seconded by Councillor McCully and

AGREED – to recommend that the Commemoration and Celebration Sub Committee moves '*In Public*'.

* ***The Director of Corporate Services joined the meeting at 6.30pm***

7. DATE OF NEXT MEETING

The date of the next meeting is Wednesday 3rd June 2026 at 6pm.

There being no further business, the Chair thanked everyone for their attendance and the meeting closed at 6:35pm.

Chair