

ANNUAL REMEMBRANCE SERVICES	18th October 2016
CORPORATE POLICY & RESOURCES COMMITTEE	FOR DECISION

Linkage to Council Strategy (2015-19)	
Strategic Theme	Leader and Champion
Outcome	Provide Civic Leadership
Lead Officer	Head of Democratic and Customer Services
Cost: (If applicable)	N/A

1.0 BACKGROUND

The purpose of this report is to consider and agree Council representation at the annual Remembrance Sunday services across the Causeway Coast and Glens Borough Council area (see attached table).

1.1 COUNCIL REPRESENTATION

At its meeting on 27th October 2015 Council agreed that attendance at Remembrance Services across the Borough would be that:

“The Mayor and Deputy Mayor decide which event they wish to attend on Remembrance Sunday and that the other Elected Members be nominated to represent Council by Party Leads using d’Hondt.”

This process was followed and other Members attended services in the area of their choice.

The Chief Executive nominated a Senior Officer to attend each of the services with the nominated Elected Member.

2.0 RECOMMENDATION

As per the decision at the Council Meeting on 27th October 2015, it is recommended that the Mayor and Deputy Mayor decide which event they wish to attend on Remembrance Sunday and that the other Elected Members be nominated by Party Leads using d’Hondt.

Lead Officers to accompany the Elected Members will be nominated by the Chief Executive.

Information in relation to collection of wreaths and robing will be circulated to members in due course.

Remembrance Sunday – 13th November 2016
Elected Member Representation

Ceremony	Council Representative	Officer	Church	Comments
Aghadowey			No official Service	Parade leaves Aghadowey Parish Church 1pm for War Memorial Service Parade marches back to Aghadowey Presbyterian Church car park
Ballycastle			Ballycastle Presbyterian Church	Service and Wreath Laying at War Memorial 10.30 am. Afterwards proceed to Bonamargy Friary, off Cushendall Road on approach to Ballycastle for short service and Wreath Laying Church Service 7 pm.
Ballymoney			First Ballymoney Presbyterian	Service and Wreath Laying at War Memorial High Street at 10.30 am. Parade leaves Townhead Street at 2.15 pm for Church Service at 3 pm and marches back to Townhead Street. Members should assemble at the Church Hall at 2.45 pm.
Bushmills			Dunluce Presbyterian Church	Service and Wreath Laying at War Memorial at 10.30 am parade from War Memorial to Church Service 11.30 am
Castlerock & Articlave			1 st Dunboe Pres Church, Articlave	Wreath laying at War Memorial 1.45pm. Parade assembles at Articlave Orange Hall 2.15pm, stepping off at 2.30pm. church service at 3 pm
Coleraine			Terrace Row Church	Parade leaves RBL Coleraine 10.30 am Service and Wreath Laying at War Memorial Service, The Diamond 10.50 am Church Service 11.30 am
Dervock			No official service	Service and Wreath Laying at War Memorial 10.30 am (arrival by 10.15 am).
Garvagh			St Paul's Church of Ireland	Meet 10.15 am at RBL Hall Main St, Garvagh. Parade to War Memorial will leave Hall at 10.50 am for service and wreath laying. Parade will proceed to Church for Remembrance Service at 11.30 am. At 12.30 pm parade will return to RBL Hall and dismiss at 12.45 pm.
Kilrea			1 st Presbyterian Church	Parade assembles at St. Patrick's Parish Church Hall at 10:15am; War Memorial Service at The Diamond 10.30 am approx. Church service at 11 am.
Limavady			Drumachose Parish Church	Service and Wreath Laying at War Memorial, Roe Mill Road at 10.30 am. Parade from War Memorial to Church Service at 11.30 am. Salute at Council Offices on return parade to Roe Mill Rd
Portrush			Holy Trinity Church	Parade leaves RBL at 10.40 am. Service and Wreath Laying at Town Hall/War Memorial followed by parade and Church Service
Portstewart			Agherton Parish Church	Parade leaves War Memorial Hall at 10.25 am for Service and Wreath Laying on The Promenade at 10.50 am approx., followed by Church Service at approximately 11.30 am
Rathlin Island			St Thomas's Parish Church	Sunday 20th November Service of Remembrance at 11.30 am followed by lunch. Ferry departs Ballycastle at 10.30 am and departs Rathlin Island at 3 pm and 4 pm. Cost for ferry is £12 for those who do not have a SmartPass and lunch is £5. Details of attendees to be provided to organizer to facilitate catering and travel arrangements.
Armistice Day				
Coleraine			Coleraine Town Hall	Friday 11th November The Royal British Legion, Coleraine Branch are holding an Armistice Day Parade and Memorial Service, meeting at Coleraine Town Hall at 10.30 am (programme attached).

1. Coleraine Free Presbyterian Church has organised a "Service of Remembrance" in the Church on Sunday 13th November at 6.30 pm to which members are invited. There will be a wreath laying ceremony as part of the event.



**Programme for Armistice
Day Parade
Friday 11th November 2016
at Coleraine Town Hall,
LIVE ON The Diamond Coleraine**



Serial	Event	Lead	Timings	Remarks
(a)	(b)	(c)	(d)	(e)
1	Representatives from the Armed Forces, Veterans Associations and Cadet Forces gather at Bell House Lane next to First Trust Bank	Parade Sergeant	10:30am	Services: - Royal Artillery Royal Logistic Corps Sea Cadets Army Cadets Air Training Corps Veterans: - Royal British Legion RA Association QRIH Association UDR Association RIR Association
2	Elected Councillors gather at the Town Hall to Robe	Democratic Services/ PR	10:30am	The Mayor's Parlour
3	Councillors' briefing from Parade IC	Bill Mills Coleraine RBL	10:45am	
4	Parade forms up Bell House Lane, Next to First Trust Bank, marches On parade	Parade Sergeant	10:50am	PR to arrange photographer
5	Elected Councillors Form up in the hall way	Democratic Services/ PR	10:50am	
6	Elected Councillors March on, Officers Commanding Leading	Officer Commanding	10:52am	Officer Commanding The Mayor Councillors
7	Parade Activity Standards take post Prayer Exhortation Last Post 2 Minutes Silence Reveille Kohima Prayer National Anthem March off back to Bell House Lane, Parade Dismiss	Parade Sergeant Rev Donard Collins Bill Mills Adrian Miller Adrian Miller Bill Mills Parade Sergeant	10:54am 10:59am 11:00am 11:05am 11:07am	
8	Councillors move off	Officer Commanding	11:10am	The Mayor and Councillors Move off parade
10	Tea and Coffee	Democratic Services/ PR	11:10am	