

Community Services Committee

Report Title:	Unveiling of War Memorial Plaques Event
Meeting Date:	16 July 2024
Contact Officer:	Cassie Pinnells, Community Services Manager

Purpose of the Report

1. To receive feedback on the event to unveil the 30 additional names on the Thame War Memorial, which took place on Tuesday 11 June 2024.

Event Report

2. Following a significant amount of officer time and event support from Thame Remembers team; on Tuesday 11 June 2024, His Royal Highness The Duke of Gloucester unveiled 30 additional names on the Thame War Memorial.
3. The event was well-attended with around 300 members of the public in attendance, along with a seated area for 75 invited representatives from the town, district and county councils, Thame Remembers, Royal British Legion, His Majesty's Lord Lieutenant of Oxfordshire and military personnel. Senior Students from Lord Williams's School read out the 30 individual names. The event concluded with a chinook flypast.
4. Event security at the road closure points, along with security passes for the VIP seated area, ensured the event took place safely. There was one incident involving a small uninvited group lead by one individual who tried to gain access to the restricted area. This caused unnecessary stress to the council staff involved, it was dealt with professionally by our officers and with assistance from our contracted event security team. A complaint about the incident was sent to the organisation being represented.
5. TTC commissioned a local company to provide the event audio and video with a volunteer from the local camera club to photograph the event. Thanks are given to both for the quality of their services.
6. Programmes were prepared, printed and distributed on the day. The event was filmed by the local BBC and aired on BBC South Today. Press releases were also sent to local radio stations.
7. A full wash up meeting will be held with key stakeholders to capture any lessons which could help when planning future events.
8. A Letters of thanks has been received from His Majesty's Lord-Lieutenant of Oxfordshire.

Resource Appraisal

9. At the Policy & Resources Committee meeting on 1 November 2022 it was agreed that “Up to £5,000 be spent on an unveiling event and funded from general reserves”. The final budget for the Thame event will be reported later once the details for the new names to be added to the Moreton War Memorial have been agreed and arranged.
10. Staff hours / costs are not included in the costs but were mostly within normal office hours.

Recommendation:

- i) To note the event report.*