

Meeting Cenotaph Group – Structural – Meeting

Date: Tuesday 18.5.21 **Time:** 10am - Zoom

Location: Zoom.

In attendance: M.Smith, J.Carter, D.McGifford, Cllr.R.Douglas, Cllr.J.Smith, J.MacArthur, G Williams & M.Spender.

Item	Agenda Item / discussion	Comments	Action
	Apologies	G.Dolman. P.Minshull, D.Murphy & I Doughty.	
1.	Old Plaques.	JKC has sent all relevant details to Catherine Bailey the conservation officer at CEBC (5.5.21) and is waiting a reply. JKC to chase up. We need to know the situation/ permission as it affects what is written on the interpretation board.	JKC to chase up C Bailey
2.	Interpretation/ Information Boards.	<p>Draft layout/script for the board was circulated prior to the meeting.</p> <p>Look at case type, group to vote on lower or uppercase type for the inscription. Upper case agreed on.</p> <p>Possibly add QR code to link in with CTC website for fully description/more detailed background. J.MacArthur to organise a new code for the board.</p> <p>Stainless steel plaque attached to a Portland stone backing plate mounted on a pillar , site on left hand side of the cenotaph entrance, approximate Cost £1800 to £1900.</p>	JKC. J.Mac

		Airman's plaque similar to the interpretation board in specification and cost. JKC to design and circulate to the group. This will be sited on the right hand side of the entrance.	JKC design and circulate.
3.	Dedication Event. 19.9.21	<p>MS has issued a document showing who has been contacted re dates in their diaries.</p> <p>Sub Group:- MS,JMac, MH and GD</p> <p>Structure may be :- Parade – Parade from West St through the pedestrian area back of the Town Hall and up Back Park St to Cenotaph. Formal Dedication/Service – Welcome by JKC, Town Mayor, Dedication / Prayers, High Sheriff Last Post Parade dismiss – Back of the Town hall. Reception for invited guests/dignitaries.</p> <p>There is still a lot of work to do on this eg:- Covid restrictions both TH availability/social distancing etc. Timing /RAF dependent Mercian support Flags – Union / Town need purchasing. Princes Irene Brigade availability. Road closures / barriers /marshalls.</p>	J,Mac and Team MS/GD/MH
4.	Streetscape	Weeds have now all been treated. Poppy seeds and plants sown /ordered and should be flowering around November. Small border to be cut in between the old stone wall and new grass area for some sustainable	RB to action

		planting (heather, rosemary, lavender etc.)	
5.	New Plaques	<p>Following a presentation to Councillors at the end of April agreement was reached on some additional names being added and small repairs and corrections being undertaken at a cost of around £6K .</p> <p>RD and JS to issue a word document detailing the work to be carried out. JKC will then get a quote from the stone mason, the work to be carried out in July when conditions should be more favourable. Small amount of closure barriers will be needed at that time.</p>	<p>Cllrs RD / JS</p> <p>JKC</p>
6.	Registering the Cenotaph.	Cllr J Smith to take on the task of registering the Cenotaph with various organisations and museums , currently the site has not been registered anywhere as far as we know.	Cllr JS
7.	Next Meeting	Tuesday 15th June, Bridestones Suite, Town Hall at 10.00am.	MS /D.McG to book the room.