

17 MAR 2016

MINUTES OF PRELIMINARY MEETING BETWEEN

LEN C HUFF RD. PARADE MARSHALL

AND

MR LLOYD MEREDITH, PRESIDENT RBL LEDBURY

**1. BAND.** *Len will liaise with the Band's Director of Music as early as September, in order to try to ensure that the Band knows exactly what they should be playing, and when.*

**2. ACCESS FOR THE CIVIC PARTY.** Lloyd believes that the Parade, when it marches on to the High Street, is halted too far towards The Homend, thus creating less space in that general area for the Civic Party to access their place on the Parade. *Len will therefore halt the Parade further away from the far end of the Market House. Additionally, the police will be asked to provide a presence at the 'pinch point' between the end of the Market House and the café, to ensure that an area can be cleared for ease of movement by the Civic Party.*

**3. RECITAL OF THE 'KOHIMA EPITAPH'.** It was agreed that whomsoever should recite the 'Kohima Epitaph' at the 2016 Parade, he or she will be provided with a microphone. *Details to be discussed between Len and Chris Smith, Sound Engineer.*

**4. CLOSURE OF THE HIGH STREET AT THE TOP CROSS.** It was agreed that the Top Cross must be closed to all non-emergency traffic at 10.30am. Additionally, cars still parked in front of various stores in the High Street at 10.30am will not be able to move until the Parade has ended. It is most likely that these two decisions will need some advertising within the town. *Will the Town Council please lead on this new emphasise on these revised timings and there being NO traffic movement in the High Street from 10.30am till the Parade has ended?*

**5. THE DAIS.** Lloyd queried whether a dais was really necessary, but Len was adamant that it is, as he strongly believes that it 'lifts' the whole Parade onto a different level, displaying a more professional, more traditional standard. Lloyd said that a 'Health and Safety' issue had been raised by a RBL Club member. In 2015 there was no safety barrier

around the dais. *Len said that he would ensure that, for the 2016 Parade there would be a 'barrier' around the four sides of the dais, with a handrail beside the steps at the rear of the dais.* All will be done at no cost to the Town Council or the RBL.

**6. THE PADRE.** Lloyd stated that the RBL Padre, the **Reverend Rodney Harrison** will officiate at the 2016 Remembrance Day Parade. *Lloyd undertook to liaise with Rev Harrison as regards timings and the Order of Service.* It was agreed that the Padre should take his place on the dais and have use of a microphone. *Len to liaise with Chris Smith on the provision of the microphone for the Padre.*

**7. THE CHOIR.** Len expressed his great disappointment that the Choir was not present at the 2015 Parade and that steps really should be taken at this early stage to try to ensure that the Choir *does* attend the Parade in 2016, if at all possible. *Can Town Council please advise as to who should make a formal, though friendly request for the Choir's attendance in 2016? The Mayor? Town Council? RBL? Len?*

**8. LOCATION OF THE CIVIC PARTY ON THE PARADE.** It was agreed that the Civic Party should be placed closer to the War Memorial when they arrive on the High Street, as they currently seem too far away, towards The Homend. *Len will liaise with the Town Crier and place bold chalk-marks at the appropriate spot to where he should lead the Civic Party.*

**9. THE ERRONEOUS 'EYES RIGHT'** Currently there is a strong tendency for detachments, as they 'wheel' left to proceed to the Top Cross, to give an 'Eyes Right' to the Dignitary as they pass him, or her, on the dais. This is not correct. *It was agreed that when Lloyd distributes his Parade Briefing notes to the participating detachments, units, clubs, schools and teams, the Brief would include a special note regarding the 'Eyes Right/Left' salute. Len will also especially brief detachment commanders before the Parade commences.*

**10. THE CHILDREN.** Len is concerned that the, happily, increasing number of children on the Remembrance Parade *do* require special attention as to their position on the High Street. To get them into the 'correct' position does require the support of a nominated 'official' to guide the children accordingly. The "correct position" is as close to the Parade as possible, of course. It is very difficult for Lloyd or Len to do this, when other events are taking place on the Parade. *Lloyd suggested that the Lead Scout should be approached to see if a senior Scout*

*could be nominated to assist in this matter. Once the children are in place, the Scout could rejoin his group. Len will contact the Lead Scout. Lloyd to provide the Lead Scout's contact details.*

**11. ORDER OF SERVICE SHEETS.** Following the 'uplift' of the presentation and content of the 'Order of Service' Sheets in 2015, Len is anxious to further improve these Sheets. He suggested that one of the fine sketches by Ledbury's own artist, Tony Coppin, might be a very appropriate cover sheet with poems by noted WW1 poets and writers, such as John McCrae and Rudyard Kipling on an inner page. Short histories of the 'Battle of Jutland' and 'The Battle of the Somme' could be included. Lloyd and Len agreed on one of Tony's fine creations and ***Len will liaise with Tony to make a few alterations to his sketch.*** Though a picture is said to be worth a thousand words, the alterations that we would like Tony to make include: a few more crosses, including a cross with a 'tin helmet' on it; a rifle stuck barrel-first into the ground, with a helmet placed over the butt; some blue 'Forget Me Not' flowers around the stems of the poppies and more barbed wire. Across the bottom of the page will be the words: "...we will remember them." **NOTE:** This meeting has already taken place and Tony will make these changes.

**PRESS AND PUBLICITY.** It was agreed that the cover given to Ledbury Town's Remembrance Day Parade 2015 in the *Ledbury Reporter* was excellent. This was possibly as a result of the close co-operation created between the Editor, John Wilson and Len. It was agreed that the same co-operation should, if possible, be created for 2016. ***Len will lead on this matter.***

**THE QUESTION OF PRECEDENCE.** Technically, the Royal Navy, being the Senior Service should lead any military parade, followed by the Royal Marines, the Army and the RAF. Hence, it might seem to have been appropriate in 2015 for the **HMS LEDBURY** detachment to lead the Parade, but they graciously gave way to the British Legion. This reference leads to the question as to whether **HMS LEDBURY** should be asked if they could provide a small detachment for the 2016 Parade. ***Len will write to the Mayor of Ledbury on this matter and ask if she would*** give kind consideration to contacting the Commanding Officer of **HMS LEDBURY** to ask for the provision of a detachment from his ship. Len believes that the inevitable demise of **HMS LEDBURY**, though not currently on the horizon (it is thought) should cause an even stronger the bond being created between the ship and the town of Ledbury now, in these years before **HMS LEDBURY** is no longer in service.

**FAMILY MEMBERS OF THOSE WHO GAVE THEIR LIVES IN WW1,  
WW2 AND IN SUBSEQUENT CONFLICTS.**

Len believes that consideration should perhaps be given to the surviving members of the families of those who gave their lives during the two World Wars and in other conflicts during the last century and the first 15 years of the 21<sup>st</sup> century. Len said that, with the kind co-operation of **Mrs Jennifer Harrison**, wife of Rev Rodney Harrison, it might be possible to contact any of those family members in and around Ledbury. If any can be traced, it is further suggested that they might be made known, subject to their agreement in, perhaps, the 'Ledbury Reporter', in the 'Order of Service' sheets, allocated a dedicated spot from which to view the Parade and attend a Reception following the Remembrance Service in the Church of St Michael And All Angels. ***Len will contact Mrs Jennifer Harrison, as it is understood that she might have, or be able to trace details of any such family member(s).***

There were no other matters for discussion from events of the 2015 Parade and in preparation for the Ledbury Town Remembrance Day Parade on Sunday, 13 November 2016.



Captain Len C Huff RD Royal Marines Reserve  
Parade Marshall

19 February 2016

**Distribution:**

Ledbury Town Council (3)  
Mr Lloyd Meredith, President RBL Ledbury  
Rev Rodney Harrison  
Mrs Jennifer Harrison  
Mr Chris Smith, Sound Engineer