



# Wickham and Knowle Parish Council

## General Purposes Committee

**(Chair** Cllr Sandy Phillips-Lee **Members:** Cllr Sheila Chambers, Cllr David Evans, Cllr Leah Greenbank, Cllr Kathryn Holladay, Cllr Nic Holladay, Cllr Craig Manuel, Cllr Ben Sawyers

Dear Committee Members

I hereby give you notice that a meeting of the **General Purposes Committee** will be held at **Knowle Village Hall, PO17 5GR on Thursday 10<sup>th</sup> October 2024 at 7.30pm**. All members of the Committee are hereby summoned to attend for the purpose of considering and resolving the business to be transacted at the meeting as set out below.

*The meeting will be open to the public unless the Council directs otherwise. Meeting Papers are available on request from the Clerk, except where classified confidential.*

| Agenda item | Title  | Lead            | Page   |
|-------------|--|-----------------|--------|
| 1.          | To receive apologies for absence   | Chair           | -      |
| 2.          | To receive declarations of interest on agenda items  | Chair           | -      |
| 3.          | Public Session   | Chair           | -      |
| 4.          | To approve the minutes of the meeting held on 20 <sup>th</sup> June 2024   | Chair           | 3-4    |
| 5.          | To receive an update from the Clerk on matters arising   | Clerk           | 5      |
| 6.          | To receive an update on the adoption of the red telephone box in Wickham Square  | Cllr K Holladay | 5      |
| 7.          | To discuss Christmas 2024 plans in both Wickham and Knowle   | Clerk           | 5-6    |
| 8.          | To receive an update on the Knowle History Boards project  | Chair           | Verbal |
| 9.          | To discuss aspirations to organise an event to mark VE80 on 8 <sup>th</sup> May 2025   | Chair           | 6-26   |
| 10.         | To consider quotes for a replacement noticeboard in Mayles Lane, Knowle  | Clerk           | 27     |
| 11.         | To receive an update on the Shell roundabout in Wickham and decide course of action  | Clerk           | 28     |
| 12.         | To review arrangements for planters and hanging baskets in Wickham Square and Knowle South Square, and any additional events | Chair           | Verbal |
| 13.         | To receive an update on the Wickham Emergency Plan   | Cllr K Holladay | Verbal |
| 14.         | To consider moving the November GP Committee meeting into December or January  | Chair           | Verbal |
| 15.         | To discuss future arrangements for Wickham Parish Magazine monthly articles  | Chair           | Verbal |
| 16.         | To consider supporting Wickham Village in Bloom  | Chair           | 28-29  |
| 17.         | To discuss arrangements for Remembrance Sunday in Wickham  | Chair           | Verbal |



# Wickham and Knowle Parish Council

|     |  |       |       |
|-----|--|-------|-------|
| 18. | Recent correspondence/ reports from meetings attended of relevance to this Committee | Clerk | 30-32 |
|-----|--|-------|-------|

**Sophie Thorogood**  
**Clerk and RFO to Wickham and Knowle Parish Council**  
**[clerk@wickhamparishcouncil.org](mailto:clerk@wickhamparishcouncil.org)**  
**6<sup>th</sup> October 2024**



# Wickham and Knowle Parish Council

## General Purposes Committee

Minutes of the General Purposes Committee held at Knowle Village Hall, Thursday 20<sup>th</sup> June 2024 at 8:41pm

**Committee members present:** Cllr Sandy Phillips-Lee (Chair), Cllr Chambers, Cllr Greenbank, Cllr K Holladay, Cllr N Holladay, Cllr Manuel, Cllr Rappé,

**In Attendance:** Sophie Thorogood, Parish Clerk & RFO  
Cllr Malc Burt

**Members of Public:** 2

**1. To elect a Vice-Chair for the Committee:**

**RESOLVED:** Cllr K Holladay was elected Vice-Chair of the Committee, as proposed by Cllr N Holladay, seconded by Cllr Greenbank and carried.

**2. Apologies for absence:** None

**3. Declarations of interest on agenda items:** None declared

**4. Public Session:** no comments or questions

**5. Minutes of the meeting held on the 25<sup>th</sup> April 2024**

**RESOLVED:** Minutes of the meeting having been circulated were approved and signed by the Chair, as proposed by Cllr Rappé, seconded by Cllr Greenbank and carried.

Cllr K Holladay asked the Clerk about several actions from previous meetings not on the agenda so issues do not get lost, including pedestrian crossing on School Road (moving to Planning & Highways Committee), Accredited Community Safety Officer, Wickham Shell Roundabout, parking on verges, adoption of the red telephone box. The Clerk to ensure that these items are included either on GP Committee or other Committees where appropriate.  
**ACTION:** Clerk

**6. Committee terms of reference**

The amended terms of reference had been circulated prior to the meeting.

**RESOLVED:** To recommend adoption of amended Terms of Reference for the General Purposes Committee, as proposed by Cllr Phillips-Lee, seconded by Cllr Greenbank and carried.

**7. Update from Clerk**

The Clerk's report had been circulated prior to the meeting. Report noted.

**8. Review of Parish Assembly**

Cllr Phillips Lee thanked Cllr K Holladay, Cllr Chambers and Cllr Manuel for organising the catering, entertainment and awards. The one negative comment was how the timing change of the evening impacted Igloo, however the Policy & Finance Committee had already agreed to make a £100 donation for their time.



# Wickham and Knowle Parish Council

The Assembly had a much more up to date feel, especially with the background music and slides. The food provided was excellent although too much provided.

For the future Parish Assembly, any groups invited to talk should be given a time limit. Ideas for next year could be to invite grant recipients to discuss how Parish Council grants had helped their organisation; Taste of Wickham and Glebe Working Party were two such groups that could be invited to speak.

It was agreed to prepare the agenda and advertise the event much earlier in 2025.

## **9. Mayles Lane noticeboard**

It was agreed to defer this item to the next meeting and seek different quotes for oak and only 2 berth noticeboards

## **10. Knowle History Boards**

No update was received in time for the meeting. This item was deferred.

## **11. Wickham Emergency Plan**

The Knowle Resident's Association are willing to share their work for the Knowle Emergency Plan. Cllrs K Holladay and Greenbank volunteered to work together on this to bring information to a future Committee meeting.

## **12. Community Engagement sessions and anti-social behaviour**

An update on the drop-in community engagement session held on 24<sup>th</sup> May was circulated with the document pack. There will be a cyber fraud awareness sessions held in the future at Knowle Village Hall.

The incidences of anti social behaviour around Knowle are being reported by the Business Manager. ACTION: Clerk to post the WCC poster regarding reporting ALL instances of anti-social behaviour on the Facebook page.

## **13. Wickham Parish Magazine Article**

The Clerk thanked Cllr K Holladay for her help in drafting the article for the July issue. Cllr Manuel will approve the final edit before submission to the magazine editor.

## **14. Relevant Correspondence/Meetings**

The Clerk met with volunteers wanting to enter Wickham into Village in Bloom. South Downs Funeral are sponsoring Village in Bloom by donating admin time of their staff.

Cllr N Holladay mentioned the Local Cycling and Walking Infrastructure Plan which contains a section on Wickham.

Meeting Closed, 9:49pm

Signed.....

Date.....



# **General Purposes Committee meeting – 10<sup>th</sup> October 2024**

## **Agenda Item 5 -**

### **To receive an update from the Clerk on matters arising**

Issues relating to missing metal welcome to Wickham sign and the previously discussed Welcome to Old Knowle sign will be included on a future Planning and Highways agenda for discussion.

The hanging baskets and troughs in Wickham square were removed in early September before the Taste of Wickham event, and are being stored by Park Place Nurseries. The bedding plants opposite the Church are still in flower and have not been removed as yet.

The Tennis Club invoice and rent review will be discussed at the next Policy & Finance Committee meeting and invoice for 2024/25 will be raised once the rent review has been completed.

The Clerk has spoken to the Council's insurance company, Zurich, regarding the issue of insurance for litter picking volunteers. Zurich confirmed that as the volunteers are not working under the instruction of the Parish Council, they are not covered by the policy. The volunteers have therefore arranged their own Public Liability Insurance.

## **Agenda Item 6 -**

### **To receive an update on the adoption of the red telephone box in Wickham Square**

Cllr K Holladay has been leading this project and received confirmation last week from BT that they are ready to issue a contract for the Parish Council to adopt the red telephone box for £1.

The Committee will need to agree for a Parish Councillor to sign the contract, the telephone box will need to be added to the Council's asset register and insurance schedule. The Council will also need to investigate options for the work needed to bring the telephone box into a better state of repair and decide its use.

The Clerk has already heard from Wickham Men's Shed that they would be willing to work with the Council to create new shelving if so desired. The Clerk has links to another Parish Council who have worked with a handyman and a Men's Shed to renovate an old red telephone box. There is a defibrillator in Station Road just a short walk up, plus another one at the Square, so it is not recommended to place another defibrillator inside the box. Ideas that have been suggested that the box could perhaps become a book & game exchange, tourist leaflet etc.

## **Agenda Item 7 -**

### **To discuss Christmas 2024 plans in both Wickham and Knowle**

#### Wickham – 16<sup>th</sup> November

The Full Council approved a grant to the Wickham Chamber of Trade for use towards the Christmas 2024 light switch on event, the balance once the Christmas tree has been purchased, light decorations placed around the Square, can be used on all of the other event costs.

The Business Manager and Cllr Sawyers have been seeking quotes for Christmas trees and this is progressing well.

The Council-owned lights, tree stands, picket fences are being collected from storage in Whiteley this week and will be stored in Wickham until the Christmas events. Storage for January 2025 will need to be discussed and arranged.

There is an appointed member from the Chamber of Trade leading the event planning, working with volunteers from Team Wickham, the Square businesses and other residents. Some event management costs are also being paid.

The Clerk in RFO capacity will pay all invoices relating to the Wickham event, and has been in contact with the Council's insurance company regarding insurance for the event.

#### Knowle – 8<sup>th</sup> December

The Business Manager and Cllr Sawyers have been seeking quotes for a Christmas tree in Knowle too. This will continue to progress and arrangements being made for decorating the tree will be arranged. The budget for the Knowle event is separate from the Wickham event.

### **Agenda Item 9 -**

#### **To discuss aspirations to organise an event to mark VE80 on 8th May 2025**

It is the 80<sup>th</sup> anniversary of VE Day on 8<sup>th</sup> May 2025. There is a booklet to explain the different types of celebrations that could be planned, including beacon lighting, lamp light of peace.

Further information can be found here: <https://www.veday80.org.uk/>

The Committee needs to discuss any aspirations to organise an event to mark VE80; a budget could be included in the budget plans for 2025/26. A working party could be formed to include Parish Councillors and members of public to organise the event.



**VE DAY<sup>®</sup>**

80<sup>TH</sup> ANNIVERSARY

A SHARED MOMENT OF CELEBRATION

8 MAY 2025

A SHARED MOMENT OF CELEBRATION





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**Acknowledgements**



# Introduction, how to take part and register your event

Bruno Peek CVO OBE OPR, Pageantmaster



**Bruno Peek CVO OBE OPR – Pageantmaster, provides insights into the arrangements for the upcoming VE Day 80th anniversary celebrations, and how local councils and others within their community can take part in this 'shared moment of celebration' on 8th May 2025.**



## VE Day 80 – 8th May 2025 – A Shared Moment of Celebration

Following on from the enormous success of D-Day 80 - 6th June 2024, in which we all commemorated the 80th Anniversary of the D-Day landings in Normandy, France, we are now focusing our efforts on the celebration of the 80th Anniversary of VE Day which marked the end of the war in Europe and WWII as a whole on 8th May 1945. On Thursday 8th May 2025 we are encouraging the lighting of Beacons and Lamp Lights of Peace at 9.30pm, the raising of a unique VE Day flag at 9am and, where possible, holding parties of celebration throughout the day in the streets, gardens at home, churches, villages, town halls, pubs, clubs, hotels and all manner of locations throughout the United Kingdom, Channel Islands, Isle of Man and UK Overseas Territories.

Due to the fact that Fish and Chips - Britain's favourite dish, was not rationed by Prime Minister Churchill during the whole of WWII, we also want to use this occasion to continue paying tribute to the brave fishermen who fished the seas and the farmers and land girls who toiled in the fields, by encouraging the eating of Fish and Chips throughout the day, as part of these VE Day 80 celebrations on 8th May 2025.

## VE DAY 80 Beacons (9.30pm)

There are four types of beacons being lit for the occasion.

- VE Day 80 Bonfire Beacon
- VE Day 80 Bishops Frome Strawman
- VE Day 80 Beacon Brazier
- VE Day 80 Gas-Fuelled Beacons

Further details regarding these Beacons can be found on pages **7-11** of this Guide.

## VE Day 80 Lamp Light of Peace (9.30pm)

In a similar way to D-Day 80, there are many local Councils, Churches, Care Homes, Hospitals, Pubs, Hotels and individual families etc, that would like to take part in the

VE Day 80 celebrations but are lacking resources or land to light a beacon, so we encourage them to purchase a reusable Lamp Light of Peace. It provides an extremely cost efficient, simple and meaningful way to take part, with the lamp's ruby red colour representing the ultimate sacrifice made by brave men and women throughout the world who sacrificed so much during WWII, fighting for the freedom we all enjoy today. Its flame represents the 'light of peace' that emerged from the darkness of so many years of war and it is such an ideal way for local councils and communities to take part at a cost of only £55.00 including vat, post and packaging for one of these lamps. (Those with existing Lamps are being asked to re-use them).



With this in mind, we would like to encourage every City, Borough, District Community, Town and Parish Council to take part in this special celebration with a Lamp Light of Peace, using this to pay tribute to those within their local communities that undertook so much for us all during WWII, especially as we must use every opportunity possible to help promote peace around the world.

We would like the lamps to be lit at **9.30pm** on 8th May 2025, coinciding with the lighting of the beacons that night, and once lit for this occasion, they can be re-lit at 11am on 11th November in Remembrance for many years thereafter. Please visit <https://lamplightofpeace.co.uk/> for more details.





### VE Day 80 Tribute (9.30pm)

All those taking part, whether they be lighting Beacons, Lamp Lights of Peace or holding a Party, are being encouraged to stop what they are doing at **9.30pm**, and read out the following Tribute by a nominated individual, bringing the Nation together at this one moment in time.

#### The Tribute

*Let us remember those who gave their lives at home and abroad, whose sacrifice enables us to all enjoy the peace we have today.*

*Let us remember those who came home, wounded, physically and mentally, and the friends and family who cared for them.*

*Let us remember those who returned to restore their relationships and rebuild their working and family lives after years of conflict and turmoil.*

*Let us remember the families that lost husbands, wives, sons, daughters and sweethearts.*

*Let us remember the servicemen and women of other nationalities and faiths from Commonwealth and allied countries who fought, suffered and died during six years of war.*

*Let us remember those in reserved occupations and the brave people who kept us safe on the home front - the doctors, nurses who cared for the wounded, the men and women who toiled in the fields, the fisherman who fished the seas, those who worked in the factories and the air-raid wardens, the police officers, firemen, ambulance drivers and the young people of the Scouts and Guides who played such a vital role in the war effort at home too.*

#### God Save The King

### VE Day Flag (9.00am)



The Nation will again come together in joyous celebration at **9am** on 8th May, by raising the unique VE Day 80 Flag, uniting the nation in remembering the sacrifices made by so many, many millions throughout WWII - lest we forget. We encourage, all City, Borough, District, Community, Town and Parish as well as other organisations such as, Churches, individuals, Care Homes, Hospitals, Stately Homes, Forts, Castles, and Hotels etc, to take part in this simple act of celebration by raising the official VE Day 80 flag for this day of celebration. Please see page 14 for more details.

### VE Day 80 Empire Medal Pin Badge

Empire Medals have crafted a beautiful Pin Badge to celebrate VE Day 80, which can be purchased and worn by individuals during the build-up to 8th May, on the day itself, and many days thereafter if they so wish. It can also be used as a personal tribute to past family members involved throughout WWII, in helping to secure the peace that allows us all to celebrate this important anniversary on 8th May 2025.



More information is available at

<https://www.empiremedals.com/>

### VE Day 80 Street and Home Garden Parties (throughout the day)

Even though Thursday 8th May 2025 is not a public holiday, we encourage those with country parks and streets that can be closed, along with those that have gardens to hold street and garden parties decked in flags and bunting, dressing up in fancy dress or uniform, along with those communities that have town, village and community halls etc, to organise VE

Day 80 parties within them, decorating them in a similar fun way. We also encourage care homes and children's homes, hospitals, schools, pubs, hotels and restaurants etc, to undertake similar events throughout the day in celebration of this important Anniversary. This would be a great, and simple way for schools to take part, especially at lunch-time.

### The Four Peaks - Mount Snowdon, Scafell Pike, Slieve Donard and Ben Nevis

Four Pipers will be playing Celebratum from the top of the Four Peaks at 12noon on 8th May which has been especially written for this historic occasion by Stuart Liddell MBE, and they will be followed by members of Walking With The Wounded who will be lighting Beacons at the top of the Peaks at 9.30pm in tribute to the fallen of WWII, as their contribution to VE Day 80.

#### Promotional tips

**Invitations:** Extend an invitation to your HM Lord Lieutenant, Deputy Lord Lieutenant, local dignitary to light your beacon or lamp, or **more importantly**, a young person, as they are the future, and we need to encourage as many as we can to assist the world in promoting peace.





**Social Media:** Use the power of social media channels to promote your involvement in VE Day 80, and post your photographs of your beacon lighting and any other activities you will be taking part in during VE Day 80.

**TV, Radio and Newsprint:** Make contact with your regional and local TV stations, local radio and newspapers, informing of your involvement in VE Day 80. We will be providing you with an overall press release outlining the overall plans for celebrating these important anniversary celebrations, enabling you to affix it to your plans. **Please** remember to include your own contact details, enabling them to contact you direct.

## REGISTRATION OF EVENTS

**Step 1:** To confirm your involvement and make important communication as easy as possible please register your involvement, providing the information below, direct to [brunopeek@mac.com](mailto:brunopeek@mac.com) as soon as possible please, but **no later than 30th April 2025**.

If your event is a private occasion and NOT open to the public, and you do not want your involvement shown on any public or media listing, it is important that you confirm this when providing information. Your participation will still be noted as part of this historic occasion but NOT made public. However, if your event IS open to the public, your contact details will be shared with the media so that they can contact you direct to arrange any publicity and/or coverage of your event.

**Name of Country: England, Wales, Scotland, Northern, Ireland, Channel Islands, Isle of Man**

Name of County

Name of City, Borough, District, Town, Parish

Name of Organisation

Name of Organiser

VE Day Beacon – Yes/No

VE Day Lamp Light of Peace – Yes/No



VE Day Flag – Yes/No

Street Party – Yes/No

Garden Party – Yes/No

Party elsewhere – Yes/No

Email address

### Public or Private event

### Step 2: Public or private event & legal essentials

Ensure you have undertaken all the legal essentials and safety requirements on **page 18** before lighting your Beacon and Lamp. Alert the emergency services, including the Fire Brigade, undertake any risk assessments required and ensure everyone involved is happy and familiar with your plans. **(This is your responsibility as coordinator)**. In the event of dry weather, high winds and a heightened wildfire risk on the day of the event, please carefully consider scaling back initial plans where appropriate.

### Step 3: Please light your Beacon and Lamp Light of Peace at 9.30pm.

The Beacon and Lamp Lighting Ceremony should be undertaken as follows:

Invite your HM Lord Lieutenant, DL, Lord Mayor, High Steward,

Sheriff, Lord Provost, Chairman, Leader of the Council or a VE

Day Veteran to light your Beacon or Lamp Light of Peace at

**9.30pm**. Alternatively, you may wish to run a local

competition, with the winner lighting them.



*Bruno Peek*

**Bruno Peek CVO OBE OPR**

Pageantmaster

VE Day 80 Anniversary 8 May 2025

[www.veday80beacons.co.uk](http://www.veday80beacons.co.uk)



A SHARED MOMENT OF CELEBRATION



# VE Day 80 Proclamation

## Oyez, Oyez, Oyez

Eighty years ago today the United Kingdom and its allies from around the globe celebrated VE Day – the end of the war in Europe.

Today as we come together to commemorate what came to be known as VE Day our thoughts turn to thanksgiving and remembrance of those millions that gave so much to achieve the freedom we all enjoy today.

We remember those we lost, those who were wounded or scarred, those whose lives were forever changed by war. Nobody was immune from the impact of that terrible conflict.

Let us pause to remember their sacrifice.

We reflect too upon the words of our late and glorious Queen, Elizabeth – “Never Give Up, Never Despair”.

And so we offer thanksgiving for the selflessness of those who gave up so much in order that future generations should enjoy the blessings of freedom, democracy and peace.



God Save the King



**Principal Town Crier Mrs Jane Smith** from Bognor Regis has written the VE Day proclamation - judged by three independent judges anonymously who all agreed on her submission.



**(left) Mr Christian Ashdown, Ex Household Cavalry and Chair of The Ancient and Honourable Guild of Town Criers.**

On this significant occasion we would like to recognise the achievement of the Crier who proclaims from the most unique location at 0800hrs local time to initiate the day's proceedings. There will no doubt be considerable media interest.

If you think you location qualifies send an email to [secretary@ahgtc.org.uk](mailto:secretary@ahgtc.org.uk) before VE Day and you will be entered into the competition (for which a modest prize will be awarded).





# VE Day 80 Bonfire Beacon

Locate the bonfire at least 60m away from buildings, roads, railways and public rights of way, and a safe distance from dangerous materials and overhead power lines. Ensure it has good access for the transportation of materials for the bonfire and sufficient space for spectators to stand upwind.

Obtain the landowner's permission and involvement.

*Liaise with your local fire brigade and all emergency services in your area, presenting them with your plans, and seek their advice and support.*

to the middle of the beacon. Keep middle empty until required. Always construct the bonfire so it collapses inwards as it burns.

**4** Use only wood for combustible materials. Do not burn dangerous items such as foam-filled furniture, old tyres, aerosols or tins of paint. Build upwards until height of centre pole is reached. Materials around top should be loosely packed to allow air flow. Cover bonfire to keep it dry.

**5** Fill centre with suitable, dry combustible materials. Check construction is stable and remove any unsuitable materials that may have been added. Look specifically for fireworks, aerosols, highly inflammable materials or containers with such materials.

**6** Construct a safety barrier out of ropes and stakes or scaffold poles to ensure public is kept at a safe distance from the fire.

**7** *In daylight, and for several hours, and up to lighting, check that there are no children or animals, such as hedgehogs etc playing or hiding in or round the bonfire. Arrange for at least 12 marshals to be in attendance, and undertake a sufficient safety briefing before lighting the beacon.*

**8** The person looking after the fire should not wear lightweight clothing that could

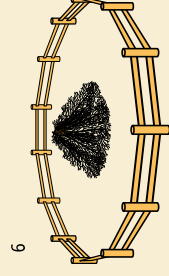
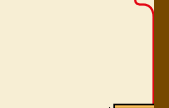
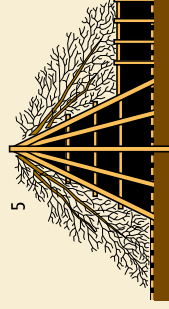
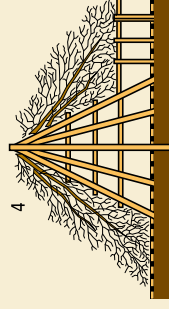
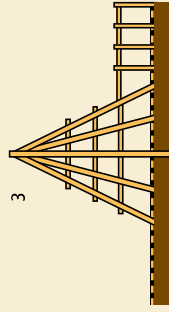
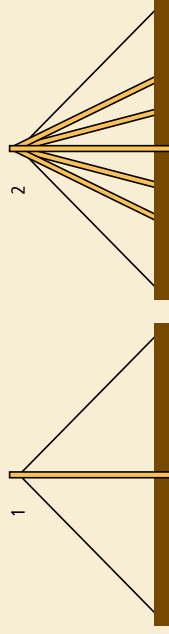
ignite easily. They should wear a substantial outer garment of wool, or other material of low flammability, and stout boots. They should know what to do in the event of a burn injury, or a person's clothing catching fire, and should have a fire blanket ready in the bonfire area along with a number of fire extinguishers.

**9** Lighting: the safest and recommended approach is to use paper and solid firelighters in six places just inside the walls of the beacon to ensure an even burn. Never use flammable liquids such as paraffin or petrol to get it going as this can result in uncontrolled spread of fire or explosion.

**10** To light the beacon: from poles 2m in length, prepare hand torches for lighting with paraffin-soaked rags wired around one end. Remember, paraffin is dangerous and great care should be taken. Paraffin can be used as directed, but it is still dangerous and should at all times be treated with great care - for example, always ensure all excess paraffin is drained off rags before use. If spilt on your clothes during the preparation of your beacon lighting you should replace those items of clothing before approaching any naked flames. In particular, always remember to replace the lid on any container of unused paraffin and store it in a safe place away from naked flames. Do not use an accelerant on the fire itself.



Bonfire Beacon, Shipston-on-Stour, Warwickshire, England.  
In memory of Fred Gardner and Sid Peachey. Photograph by Rob Hadley.



▲ After the event, extinguish fire and collect remaining debris.

▲ Dig over site and re-lay turf.

▲ Leave site clean and tidy.



# VE Day 80 Bishops Frome Strawman

## Ideal for Farms, Stately Homes and Country Landowners

### How to Build your Strawman Beacon

This type of Beacon is ideal for farms, stately homes and our country landowners, using it as fun aspect to celebrate/commemorate and pay tribute to the many that gave their lives unconditionally. It could be a public event or just for family, friends and those that work so hard on the land but in a similar way during WWII to keep the Nation fed during those difficult times when many of the men of the land were out defending our country overseas, never to return.

Obtain the landowner's permission and involvement then ensure you locate your Bishops Frome Strawman at least 60m away from buildings, roads, railways and public rights of way, and a safe distance from dangerous materials and overhead power lines. Ensure it has good access for the transportation of materials for the bonfire and sufficient space for spectators to stand upwind.

**Liaise with your local fire brigade and all emergency services in your area, presenting them with your plans, and seek their advice and support. In the event of dry weather, high winds and a heightened wildfire risk on the day of the event, please carefully consider scaling back initial plans where appropriate.**

**1** Prepare site by removing top layer of turf and stack away from fire area.

**2** Use only wood and straw for combustible materials and wrap steel banding around them all to hold the bales together while burning to stop them from falling away. Please dispose of the bands responsibly after the event.

**3** Construct a safety barrier out of ropes and stakes or scaffold poles to ensure public is kept at a safe distance from the fire.

**4** **In daylight, and for several hours, and up to lighting, check that there are no children or animals playing or hiding in or round the Strawman. Arrange for at least 12 marshals to be in attendance, and undertake a sufficient safety briefing before lighting the Strawman.**

**5** The person looking after the fire should not wear lightweight clothing that could ignite easily. They should wear a substantial outer garment of wool, or other material of low flammability, and stout boots. They should know what to do in the event of a burn injury, or a person's clothing catching fire, and should have a fire blanket ready in the Strawman area along with a number of fire extinguishers.

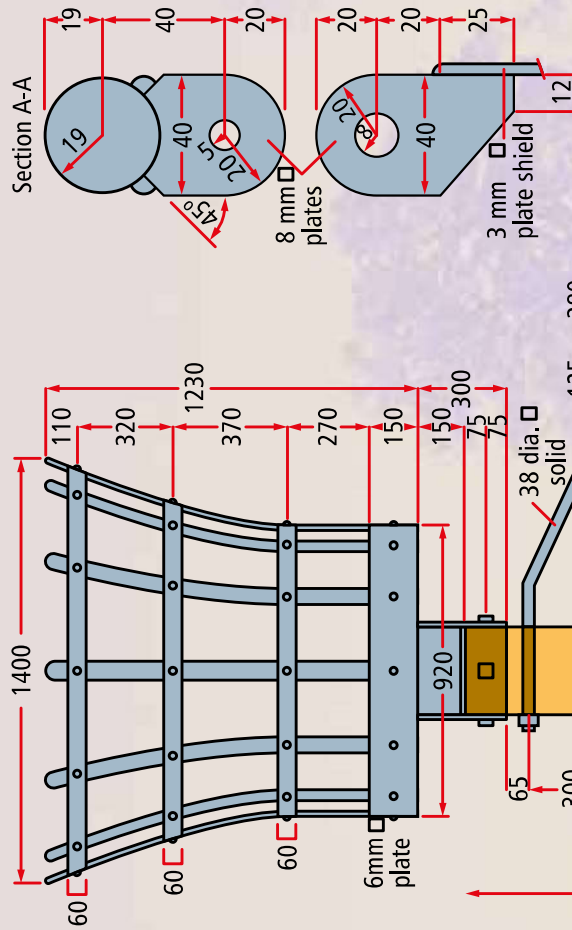
**6** Lighting: the safest and recommended approach is to use paper and solid firelighters in six places just inside the walls of the Bishops Frome Strawman to ensure an even burn. Never use flammable liquids such as paraffin or petrol to get it going as this can result in uncontrolled spread of fire or explosion.

**7** To light the Strawman: from poles 2m in length, prepare hand torches for lighting with paraffin-soaked rags wired around one end. Remember, paraffin is dangerous and great care should be taken. Paraffin can be used as directed, but it is still dangerous and should at all times be treated with great care - for example, always ensure all excess paraffin is drained off rags before use. If spilt on your clothes during the preparation of your Strawman lighting you should replace those items of clothing before approaching any naked flames. In particular, always remember to replace the lid on any container of unused paraffin and store it in a safe place away from naked flames. Do not use an accelerant on the fire itself.





# VE Day 80 Beacon Brazier



## Beacon Brazier with Metal Shield

It can be built by local craftsmen and women, and may be used for future historic occasions in your community. It could be sited in a country park, on a hilltop overlooking the sea or a lake, in the centre of your town or village, and could become a tourist attraction for your area.



All measurements are in millimetres.



## Materials Required for Beacon Construction

Wooden centre post consisting of 305mm x 305mm wooden post, 6.25 metres in length of which 2 metres goes into the ground.

Basket and fixing brackets consisting of:

- 1 x 920mm diameter steel plate.
- 1 x 4,178mm long 60mm x 5mm steel flat bar rolled into 1,330mm diameter ring.
- 1 x 3,455mm long 60mm x 5mm steel flat bar rolled into 1,100mm diameter ring.
- 1 x 2,985mm long 60mm x 5mm steel flat bar rolled into 950mm diameter ring.
- 1 x 2,922mm long 150mm x 5mm steel flat bar rolled into 930mm diameter ring.
- 12 x (approx 1,250mm long) 60mm x 5mm vertical bars (rolled to shape).
- 1 x 310mm x 310mm x 300mm high connection box welded to base of basket.
- 1 x hanging shield and support: 3.7m length of 38mm diameter solid steel rod.
- 1 x 920mm x 760mm steel plate 3mm thick 4 x connection brackets 8mm thick (see detailed drawings left).
- 2 x pins and loops.

# VE Day 80 Gas-Fuelled Beacon

## Bullfinch Gas Equipment

**We have made many different reliable beacons over the years and details can be seen on our website. The flames are very stable in winds and the structures are also wind stable.**

This beacon's burner-head is in the shape of a V, surrounded by a VE Day 80 banner. It is of lightweight construction and comes assembled and complete, with the exception of the gas cylinders, which must be purchased separately.

2 x 19kg full cylinders of propane are recommended to give a full flame for a good three quarters of an hour. If you wish for less than this then one 19kg cylinder or 2 x 13kg cylinders should be sufficient. These should be full or nearly full. The Gas Torch needed to light your beacon safely requires a 400g cylinder of propane with CGA600 fitting - Bullfinch No 1644 or Rothenberger or equivalent.

### The VE Day 80 Gas-Fuelled Beacon Package contains:

- Burner unit with VE Day 80 insignia
- 2m high stand
- Ground anchor and rope for fixing the stand to the ground
- 10m hose with the regulator for connecting to the gas
- Gas torch for lighting
- Spanner
- Leak detecting fluid
- Hose assembly and Y manifold to link 2 cylinders
- Lighting and safety instructions

The above items are packed into 2 strong cartons. The tripod describes a circle area of about 1.32m diameter and the beacon has an extended height of about 2.15m.

The beacon must be supervised by two competent people at all times when lit and a fire extinguisher must always be available.

### Ordering

The price of a gas-fuelled VE Day 80 Beacon is £549 plus VAT, including carriage to your door within the UK mainland

(Highlands and Islands excluded). There will be an extra charge for other areas.

You can alternatively purchase a Burner only at £349 plus VAT to fit the stands of previous Bullfinch Beacons.

To order your beacon please contact:

Tel: **0121 765 2000**

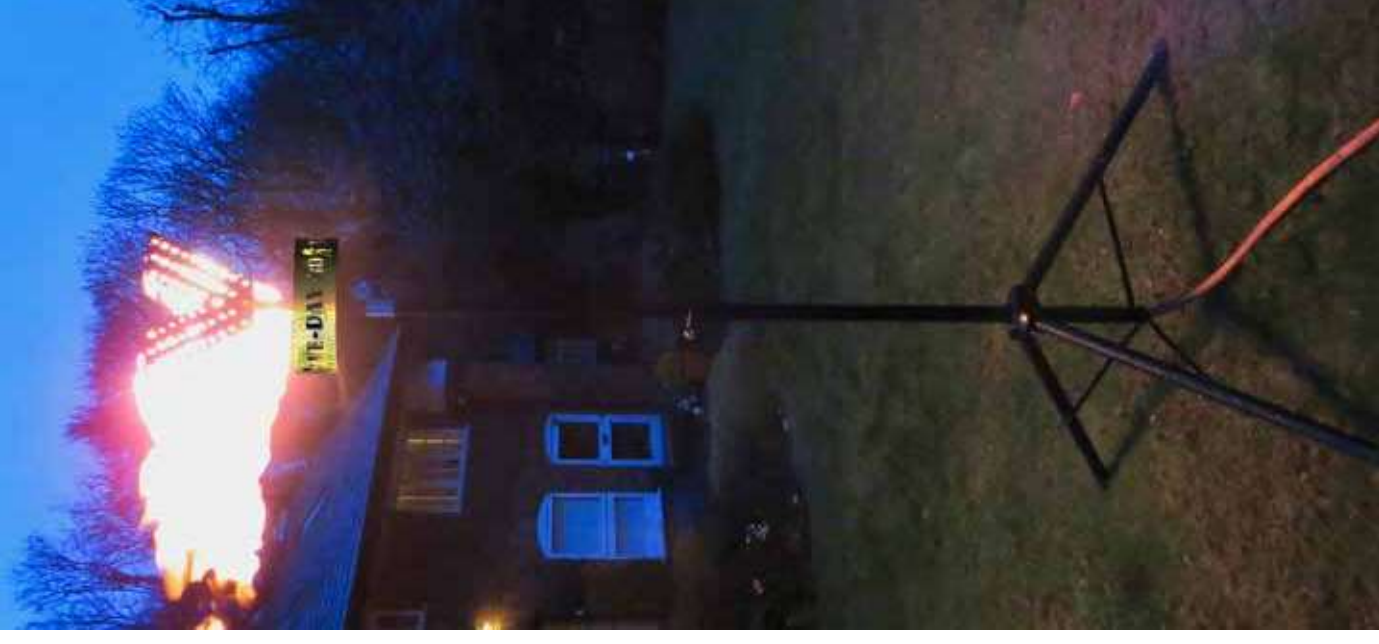
Email: [sales@bullfinch-gas.co.uk](mailto:sales@bullfinch-gas.co.uk)

More information on the web: [www.bullfinch-gas.co.uk](http://www.bullfinch-gas.co.uk)

Bullfinch Gas Equipment, Kings Road, Tyseley, Birmingham, B11 2AJ.

Payment by cheque, BACS transfer, or Credit/Debit Card.

Please order by 31st March 2025 to guarantee delivery by 26th April. However please enquire after this date for availability.





# VE Day 80 Gas-Fuelled Beacon

21CC Group Ltd

The beacon will come ready for easy assembly, designed with a commemorative top and a special anniversary plaque underside. The beacon will burn for approximately one hour using a 13kg standard propane gas cylinder, these are available from most gas stockists and petrol stations around the UK. The gas assembly is easily connected to the burner by a quick release fitting. The beacon is inherently stable; however, we recommend the use of anchors on soft ground or sandbags on hard ground for additional stability. Full set-up instructions are included within the pack and we recommend a trial set-up and lighting before the actual event to familiarise yourself with the set-up and operation. We have included two long-reach lighting sticks so that you can practice lighting the beacon in advance. We would also recommend that a fire extinguisher is available when lighting the beacon and whilst it is burning and that two people are always present.

## The VE Day Beacon package contains:

- Assembly, lighting, and safety instructions
- 2m high stand and burner
- 10m hose with the regulator for connecting to the gas
- Two long reach lighting sticks
- Spanner
- Hose
- No additional connections required – all you need is in the box

## Beacon Price:

The price of our beacon is **£549 + vat**, including carriage within the UK mainland. An additional charge may be applied for other areas.

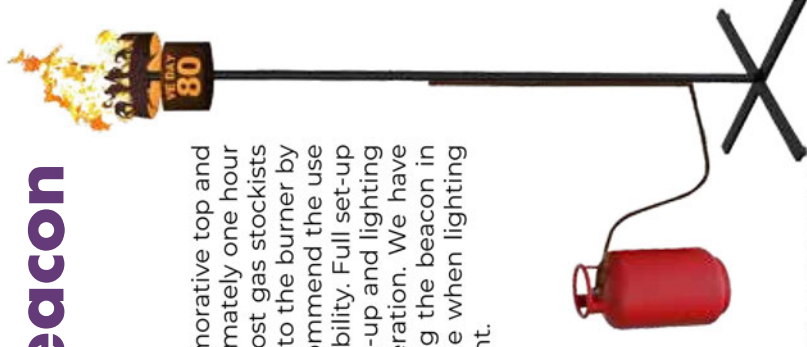
## Replacement Plaques:

The price for two VE Day 80 plaques is **£290 + vat**, including carriage within the UK mainland. An additional amount may be applied for other areas. Please note that the VE Day replacement plaques are only compatible with 21CC Beacons.

## Ordering & Payment:

To order your VE Day 80 beacon, please contact 21CC Group Ltd by phone; 0131 331 4509 or email our beacon team on [beacons@21ccgroup.com](mailto:beacons@21ccgroup.com). Additional information can be found on our website at [www.21ccgroup.com/vedaybeacons](http://www.21ccgroup.com/vedaybeacons).

Payment can be made in all the usual ways including BACS, cheque and credit/debit card. Orders received before the 8th of April 2025 will be delivered by 25th of April 2025. All orders received after 8th of April 2025 will be accepted on a case-by-case basis depending on stock levels available.





# VE Day 80 Lamp Light of Peace

Representing the 'light of peace' that emerged from the darkness of War



**There will be many areas of our local communities such as care homes, hospitals, pubs, clubs, restaurants and even families themselves etc, that would like to participate on 8th May 2025, but do not have the land or facilities available to light a Beacon. We have therefore, developed the Lamp Light of Peace, enabling them to take part in a very simple, meaningful, and cost effective way of paying 'tribute' to those that sacrificed so much during the years of WWII.**

The light from the flame will represent the 'light of peace' that emerged from the darkness of war, with the lamp providing a very simple and safe way of taking part in this important 80th anniversary occasion, and once used, can be lit again at 11am on every Remembrance Sunday thereafter, in 'tribute' to the many millions that sacrificed their lives during WWI and WWII.

Those participating could consider running a raffle or a competition of some kind, with the winner having the honour of lighting the Lamp at **9.30pm** on 8th May 2025, coinciding with the lighting of the Beacons throughout the United Kingdom, Channel Islands and the Isle of Man that evening.

Those participating with a Lamp Light of Peace, please provide the following, enabling us to register your involvement as well as sending you your Certificate of Grateful Recognition for taking part.



Name of Country,  
Name of County,  
Name of  
Organisation,  
Name of Contact,  
Email address.

## IMPORTANT

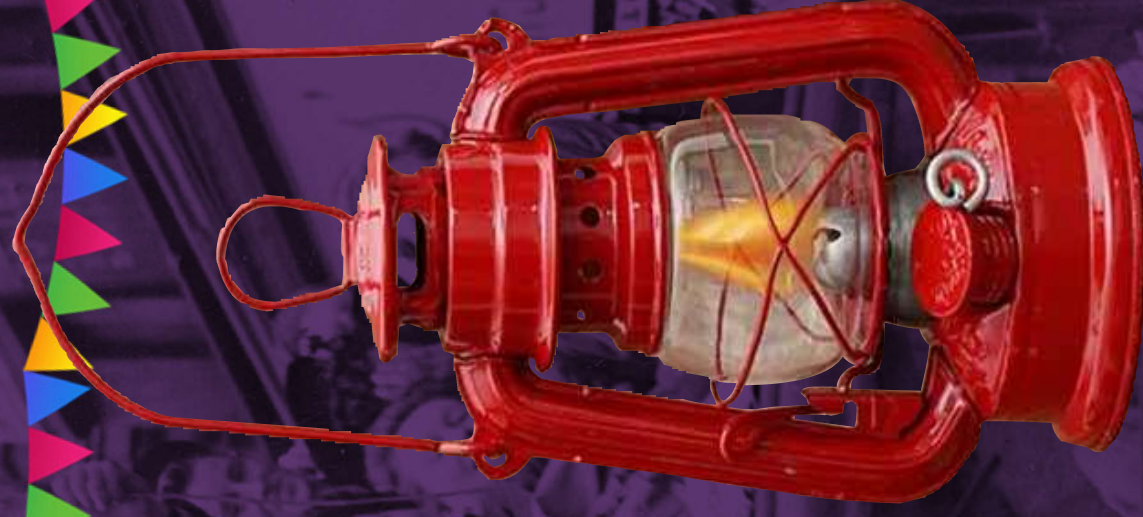
Once lit, the Lamp should **NOT** be left unattended at any time and should be extinguished at the end of the evening, and do **NOT** at any time attempt to re-fuel it while the Lamp is alight.

**The cost of the lamp is £55.00 including posting and packaging within the United Kingdom, Channel Islands and the Isle of Man. The final date for ordering a lamp is 14th April 2025. Purchase is for pre-order only, items will be delivered prior to the event.**

**To order and pre-pay for your Lamp Light of Peace, please go to:**

**[www.lamplightofpeace.co.uk](http://www.lamplightofpeace.co.uk) and click on the photograph of the Lamp Light of Peace. If you have any questions please contact Bruno Peek CVO OBE OPR, Pageantmaster at [brunopeek@mac.com](mailto:brunopeek@mac.com)**

**Manufacturer recommends: Do not use petrol or spirit. Do not use scented or coloured oils. Use exclusively pure paraffin oil or lamp oil. Outdoor use only. 20 hours light with one tank.**



**The colour red has been chosen for the lamp as it represents the ultimate sacrifice made by so many millions during WWI and WWII, fighting for the freedom we all enjoy today. It can be lit at 11am on Remembrance Sunday for many years thereafter.**







The badge of the Royal Observer Corps depicts a beacon lighter of Elizabethan times. The beacon lighters, recruited from the local population, were organised, and paid for by the County Sheriff to care for and light the warning beacons

*On behalf of the Royal Observer Corps Association, I encourage all Groups to get involved with your local communities and friends in marking the 'Victory in Europe' 80<sup>th</sup> Anniversary. This is an important milestone in our history - highlight it by 'Lighting a Lamp of Peace'.*

*John Sharpe*

John Sharpe, MBE – National Chairman



# The Royal Observer Corps Association is proud to be taking part in the Lamp Light of Peace VE 80<sup>th</sup> Anniversary

[www.rocattwentytwelve.org](http://www.rocattwentytwelve.org) – [www.roc-heritage.co.uk](http://www.roc-heritage.co.uk)



## **Brief history during WWII:**

- ❖ The Observer Corps had its roots in World War 1 when the Admiralty arranged for the police to report aircraft heard or seen within sixty miles of London.
- ❖ In August and September 1924, Major General E B Ashmore organised the first observation experiments.
- ❖ The Munich crisis came during the expansion and on 26 September 1938, the Observer Corps was called out for the first time as a fully fledged organisation.
- ❖ When the Dunkirk evacuation came at the end of May 1940 the Corps found itself in the front line overnight. The Battle of Britain had commenced. We became the 'eyes and ears' of the RAF.
- ❖ In April 1941, the prefix 'Royal' was granted by HM King George VI in recognition of the Corps' services during the fateful period from July to October 1940.
- ❖ D-Day on 6<sup>th</sup> June 1944, saw Observers serving on board ships as the 'Seaborne Wing'.



# VE Day 80 Flag

J. W. Plant & Co Ltd are proud to be nominated as the official flag supplier for VE Day 80.

Previously, we have been involved in national flag-flying days such as Fly a Flag for the Commonwealth, Merchant Navy Day, NHS Social Care and Frontline Workers Day.

JW Plant is a family run business and we have been manufacturing flags in the UK for four generations.

Based in Leeds, our factory continues to manufacture a wide range of traditional hand sewn, screen printed and digitally printed flags.

We have a passion for flags: their ability to unite communities, to provide a focus whereby we can give thanks, celebrate and be proud.

It is perhaps fitting that having supplied flags to the armed forces during World War II, we are here to join the nation in the 80th Anniversary of VE Day.



Union and White Ensign  
JW Plant 1940 and 1939



First flag off the production line



## ORDERING

Items can purchased online - click web address below

<https://the-flag-company.co.uk/veday80/>

Items will be made to order, once payment is received.

Please allow a minimum of 10 working days for the manufacturing process and place all orders in good time for the event.

Delivery will be made by Royal Mail 48 track and sign and can take up to 3 working days. Please ensure full and complete delivery address is provided, including a contact name, telephone, and email address.

Please ensure orders are made before

**Friday 11th April 2025**

Should you have any order queries please contact us as follows:



**JW Plant**  
The Flag Company

Address:

**JW Plant & Co Ltd, 39 Ashley  
Road, Leeds, LS9 7AJ**

**Tel: 0113 248 0454**

**Email: [pauline@jwplant.co.uk](mailto:pauline@jwplant.co.uk)**

## The Flag



The flags are digitally printed in 8 colour RainbowTec™ High Energy disperse dyes, creating vibrant, durable colours. They are reduction cleared at 50° centigrade making them fully washable at 40° centigrade.

Single thickness flags, design shows correct on the front and in the mirror image on the reverse.

Hemmed all round with 2 rows stitching, 3 rows of stitching will be used on the fly edge of the 90" flag.

Headed down the left hand side. Finished with either, hems only, white D rings, rope and toggle.

## PRODUCT - SIZE, FINISHING, PRICES

| Imperial - Inches |       | USE   | Finishing                  | Unit Price |
|-------------------|-------|---|----------------------------|------------|
| Width             | Depth |   |                            |            |
| 18"               | 10.8" | To be displayed on a wall, window, or other clear flat surface. Attach clips to hemmed flag, use suction cups to secure on the flat display surface                     | Two suction cups and Clips | £12.08     |
| 36"               | 21.6" | Best suited to freestanding flagpoles around 3-4m (10-13ft), wall mounted and roof mounted flagpoles of at least 1-3m in length, at a approximately 1st storey level    | D rings top and bottom     | £17.17     |
| 60"               | 36"   | Best suited to freestanding flagpoles around 5-6m (15-20ft), wall mounted and roof mounted flagpoles of at least 2-3m in length, at a height of at least 4-6m (20-25ft) | D rings top and bottom     | £37.33     |
| 90"               | 54"   | Best suited to freestanding flagpoles 8m (25ft) and above, wall mounted and roof mounted flagpoles of at least 3m in length, at a height of at least 10m (30ft.)        | Rope and toggle            | £64.26     |
| 144"              | 72"   | Best suited to freestanding flagpoles 12m (40ft) and above, roof mounted flagpoles of at least 6m in length, base approximately 12m (30ft.) from the ground.            | Rope and toggle            | £113.50    |



A SHARED MOMENT OF CELEBRATION



# VE DAY 80

## OFFICIAL LAPEL BADGE

A SHARED MOMENT OF CELEBRATION



AVAILABLE AT



EMPIRE  
MEDALS

[empiremedals.com](http://empiremedals.com)

# National Federation of Fish Friers

For over 160 years fish and chips have been a firm favourite of the British public providing nourishment for the nation. This was never more important than during the war years where the ingredients were left unrationed to help feed those involved in the war effort and keep the country and our factories working.

The National Federation of Fish Friers is proud to be involved in the celebrations of the 80th Anniversary of VE Day, and we would encourage all fish and chip shops to get involved to show their appreciation for what those brave souls did to protect our freedom and our thanks for the continued protection provided by our armed forces.

Our fantastic dish, fish and chips, played an important role throughout the war, feeding the nation and keeping the war effort strong but there was also a huge effort by the farmers and fishermen who kept our industry supplied. After what has been a challenging couple of years for the industry we should always remember the challenges the industry has faced in the past and the resilience it has shown over the years.

Just as we did 80 years ago I hope we all come together for this event and celebrate what was a huge milestone in the history of the world and the part fish and chips played to help.



**Andrew Crook**  
President of the National Federation of Fish Friers



*During WW2 Winston Churchill coined the term 'Good Companions' for the traditional British dish of fish and chips.*





# Pipers and the Four Peaks

## Ben Nevis, Mount Snowdon, Scafell Pike and Slieve Donard

Four Pipers will be playing Celebratum from the top of the Four Peaks at 12noon on 8th May which has been especially written for this historic occasion by Stuart Liddell MBE, and they will be followed by members of Walking With The Wounded who will be lighting Beacons at the top of the Peaks at 9.30pm in tribute to the fallen of WWII, as their contribution to VE Day 80. Piper Stuart Liddell MBE will be playing this tune at Inveraray Castle Balmoral, and Piper Lady Jane Macrae will also be undertaking it at 12noon at Balmoral Castle that afternoon.



**Ben Nevis - 1,344m**  
Scotland



**Mount Snowdon - 1,085m**  
Wales



**Scafell Pike - 977m**  
England



**Slieve Donard - 850m**  
Northern Ireland



Kevin Johnson  
Inverurie Pipe Band



Denise Ramsbottom  
RAF Waddington Pipes and Drums



Angus McKay  
Norwich Caledonian Band



Inis Greig  
Banchory Pipe Band







Above and background: The Tower of London built by William the Conqueror in the early 1080s. Through the centuries, successive monarchs have added to the fortifications.

*If you are inviting personal guests to your home it is worth checking with your household insurer that you are covered in the unfortunate circumstances that there should be an accident. If your event includes inviting the public, or it is a third party venue then, where applicable, the following advice should be needed, to ensure you have a safe and enjoyable event for everyone involved.*

## Licensing

Generally, all public entertainment has to be licensed by the local authority. The law on this aims to ensure the safety of the public and performers. Local authorities treat each event individually, and what one will allow another will not. Do not be put off by the length of some of the forms - the licensing officer is there to help you.

The licensing officer's job is to advise the local authority's licensing committee on the granting of public entertainment licenses. For small scale events he or she, in effect, makes the decision. Only if your event is contentious will the licensing committee decide to consider the application in detail. Talk to the licensing officer as soon as possible. In Northern Ireland, if you plan to sell alcohol at an event, you will need to apply for an occasional liquor license from the Northern Ireland Court Service.

## Insurance

Unfortunately, accidents can happen at even the best organised events. Therefore, you will need to consider and obtain insurance cover for your event, whether you are holding an event on your own premises or someone else's. beacon/bonfire events require specialist public liability cover. If you hire a park or venue or use land owned by a third party for your activity, they are likely to require you to have your own suitable insurance to cover your liability for any injury to the public or damage to other people's land or property.

# Legal Essentials and Safety

## (This is your responsibility)

If hiring equipment for the event, you may need to insure these items; you may also need to consider cover for loss of any financial outlay you incur if the event has to be cancelled for reasons beyond your control, or loss of money, particularly if you are holding a fund-raising event. Therefore, to help you obtain the appropriate insurance, and risk management advice, we are working closely with Unity Insurance Services, which is a specialist insurance broker in the voluntary and non-profit sector.

They have developed a range of bespoke insurance covers specifically for the Beacon/Bonfire events. Unity is owned by a charity and donates all its profits back to charity, so to obtain a quote or for more details or advice on the insurance cover you may need, please visit Unity's website or telephone them on 0345 040 7702.



Alternatively, the licensing officer may be able to direct you to a suitable specialist company or broker, but you should not try to source this kind of insurance from a non-specialist.



## Emergency Services

Tell your local Fire and Rescue Service and Police Force well in advance about the type of event you are planning, and get in touch with your local community police officer. Ensure that access for emergency services is maintained for your event. Write to the local fire brigade and ambulance service, particularly if you are planning to have a beacon/bonfire, fireworks, or an event that will attract a large crowd. St John's Ambulance and the British Red Cross will provide first aid and sometimes a vehicle. In some areas they are simply happy to receive a donation. In others, expect a fee to be charged.



## Food and Drink

Basic food hygiene guidelines should be followed at all times if you are providing food and drink. Caterers must have food hygiene certificates. Advice on this subject can be obtained from your local council environmental officer.



## Alcohol

If you want to sell alcohol you will need to secure a licence. From February 2005, licenses are granted by the local authority rather than the Magistrates Court. You should therefore contact your local authority licensing section and seek information from them on how to apply. During 2005 all existing licenses have to be renewed and this will inevitably lead to long lead-in-times. Please apply as early as possible.



## Site Clearance

The local authority will arrange for clearance and disposal of litter after your event if it is on public ground (check for possible charges). You can help this process by arranging litter bins or recycling bins around the site, and a crew to clear up throughout the event.



## Hiring or Borrowing Equipment

Your local authorities, or local event organisers may be able to help you with contacts for supplies such as marquees, portable toilets, barriers and bunting, or may in some cases have these for you to hire and borrow. You may also need to consider generators, a public address system, and emergency flood lighting. If you need to arrange insurance for your hired equipment, Unity Insurance Services can arrange this for you too.



## All Ability Access

Access for people with a disability is very important. Many local authorities run community transport schemes. Talk to them about arranging transport. On greenfield sites, access may be improved by cutting the grass before the event.



## Legal Essentials and Safety

This aspect of your event is your total responsibility, so please ensure you have undertaken all the necessary risk assessments and respective insurance etc, to reflect this.



# Acknowledgements

Our grateful thanks to



SINCE 1907

**CARAVAN AND  
MOTORHOME CLUB®**

The Caravan and Motorhome Club is proud to support the commemoration of the 80th Anniversary of VE Day on 8th May 2025



A SHARED MOMENT OF CELEBRATION





## VE Day 80 - 8th May 2025

A Shared Moment of Celebration



*Bruno Peek*

For further information contact  
Bruno Peek CVO OBE OPR  
Pageantmaster

VE Day 80 Beacons

Tel: + 44 (0) 7737 262 913

Email: [brunopeek@mac.com](mailto:brunopeek@mac.com)



Back cover photograph - Inveraray Castle, Scotland  
Guide to Taking Part designed by Nick Marshall





## Agenda Item 10 -

### To consider quotes for a replacement noticeboard in Mayles Lane, Knowle

The noticeboard in Mayles Lane, Knowle is in a poor state of repair and is also too small for current needs. This was previously discussed by the Committee in June but deferred until the next meeting.



The current noticeboard has display of 92cm x 120cm and can fit a maximum 6 sheets A4 each side at a push. It is difficult to push pins into, has water ingress and insects living inside. The verge around it is also not being maintained.

Fitzpatrick Woolmer offer an oak A1 double door magnetic-backed noticeboard, which would fit 8 A4 sheets at £1,857 with the headerboard an extra £274. They do not offer a triple door version

<https://www.fwdp.co.uk/notice-boards/>

Greenbarnes offer a 2 door oak, magnetic-backed noticeboard, which would fit 8 A4 sheets in at £1,736 with the headerboard an extra £251

<https://www.greenbarnes.co.uk/product-category/external-noticeboards/>

Parish Noticeboards offer a 2 door oak magnetic-backed noticeboard, which would fit 8 A4 sheets in at £1,890 with the headerboard included.

<https://www.parishnoticeboards.co.uk/oak-parish-noticeboards/>

The costs could be reduced by having a laminated sheet stating name of Council instead of an expensive headerboard.

None of these quotes include delivery or installation. The Clerk can get further information on these extra costs once the Committee has decided what style they like best.

## **Agenda Item 11 -**

### **To receive an update on the Shell roundabout in Wickham and decide course of action**

County Councillor Stallard has looked into the possibility of the Parish Council adopting the Shell roundabout in Wickham. The answer sadly has been that adoption is not possible, however, the Council could apply for a licence to maintain it instead.

<https://www.hants.gov.uk/transport/licencesandpermits/planting>

The licence costs £209.50 for 3 years. The Council has been contacted by a will/estate planning company wanting to sponsor the roundabout as they do similar in Denmead. The company have not confirmed how much they would be willing to sponsor but this could be a great way to cover some of the costs to the Parish Council.

If planting is required, the details of seeds need to be submitted as part of the licence application. It has been noted that Wickham Village in Bloom are keen to be involved in the project if the Council would like volunteers to help. Otherwise it can also be left as a Parish Council project.

Following the Full Council meeting on 26<sup>th</sup> September, where Cllr Stallard confirmed that the Parish Council are NOT able to cut the overgrown grass and weeds without this licence, Cllr Stallard has asked the Clerk to report the overgrown grass through the HCC portal. The Clerk did this on 7<sup>th</sup> October; it was noted that the roundabout appeared to have been cut at some point during the day of 7<sup>th</sup> October, but this could be a coincidence rather than due to the online report made.

Recommendation: For the Clerk to apply for a licence to maintain the Shell Roundabout and to request further information from the company wishing to sponsor the roundabout.

## **Agenda Item 16 -**

### **To consider supporting Wickham Village in Bloom**

The funeral director at South Downs is sponsoring entry to Village in Bloom for Wickham by giving staff time to create a group of volunteers. There is still a need for more volunteers. From a financial aspect, the Council could cover the cost of entry fee to the South and South East in Bloom.

Wickham in Bloom does not have its own insurance and are considering joining up with Team Wickham to use their PLI policy.



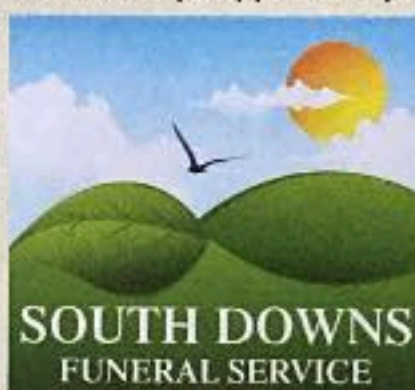
# CELEBRATING OUR VILLAGE

## Wickham in Bloom 2025

We're getting Wickham ready to enter the  
**South and South East in Bloom** competition 2025

**YOU CAN HELP!**

Generously supported by:



It's not *just* about growing flowers.  
It's about sustainable horticulture,  
environmental responsibility  
and community pride...



**TO FIND OUT HOW YOU CAN GET INVOLVED, CONTACT:**

**E: [wickhaminbloom@southdownsfuneralservice.com](mailto:wickhaminbloom@southdownsfuneralservice.com) T: 07854 886767**



**From:**



30 August 2024 17:21

**To:**

clerk@wickhamparishcouncil.org

**Subject:**

Park Bin misuse

**Attachments:**

Video.mov; image0.jpeg; Video\_1.mov; image1.jpeg

To whom this may concern,

I live by the recently added bin by the park on Barbastelle walk, Knowle village.

This is being misused by the people who live at [REDACTED] as shown in the pics below. They are using the bin for their own use filling it up with takeaway rubbish from their car or/and house on a daily basis which is spilling out on the floor and peoples car parking spaces. It smells and also risk of attracting rats and god knows what else. This is completely unacceptable and something needs to be done preferably the bin being moved away from the houses and the other side of the park as that's what the intended use is for.

I look forward to hearing from you.



Sent from my iPhone

**From:** cllr.craig.manuel@wickhamparishcouncil.org  
**Sent:** 01 August 2024 15:01  
**To:** [REDACTED]  
**Subject:** Parish Clerk; 'Sandy Phillips-Lee'  
RE: Note to Cllr Craig Manuel

[REDACTED]

Thank you for your email and idea to add additional benches to Wickham Square.

I have copied in our parish clerk and chair of our General-Purpose committee. They will add the request to our next meeting for discussion.

Kind Regards

Cllr Craig Manuel  
Chairman  
Wickham & Knowle Parish Council  
[www.wickhamparishcouncil.org](http://www.wickhamparishcouncil.org)



[REDACTED]

Sent: Thursday, August 1, 2024 2:37 PM  
To: cllr.craig.manuel@wickhamparishcouncil.org  
Subject: Note to Cllr Craig Manuel

Good afternoon,

I'm just enquiring to see if there's any more funding at all for extra benches around Wickham square. I'd really like one outside the front of the chipshop, as we get lots of people asking where any benches are and this time of year it's usually a big choca at the water meadows.



Sent from my iPhone