



Saxilby with Ingleby Parish Council

Non-confidential

Events: Remembrance

Report to: Planning and Development Committee 25-10

Report by: Administration Officer

Power/duty which decision falls under:
S137 Local Government Act 1972

Which council objective(s) it falls under:

- Maintain and improve community facilities and amenities
- Preserve and enhance heritage assets, environmental assets and wildlife
- Improve the well-being of residents
- To foster public participation and engagement

Public Sector Equality Duty

Consider how policies/decisions affect those protected under the Equality Act)

The proposal is inclusive and accessible to all residents

The service and councillor participation do not discriminate against any protected group under the Equality Act 2010.

Duty to conserve and enhance biodiversity

- Wreath to be sourced from sustainable materials wherever possible, for example fresh flowers rather than plastic, or fully biodegradable products
- This ensures that the council's participation in the service aligns with its duty to conserve and enhance biodiversity

Consideration on carbon reduction:

- Sourcing local and sustainable materials (eg. locally-grown flowers) will minimise transport emissions.

Does the report consider any new activity? If 'Yes', has a risk assessment, including risk management proposals, been included for consideration and adoption by the council?
(Financial Regulation 17b)

No

Consideration of risk management in relation to the proposal¹

It is impossible to list every risk faced by a local council. Risk, in the general sense, means the likelihood of an event happening, and the severity of the negative consequences. The insurance industry regards risk as representing loss or damage. Risk always involves uncertainty. When protecting a local council effectively, it is important to consider if risk is present in the following areas:

The proposals involve minimal risk, primarily related to minor expenditure, councillor availability, and ensuring names are read correctly at the service. Standard mitigation measures, including budget approval, alternate councillor arrangements, and preparation checks, are in place.

REPORT

1. Purchase of wreath

Each year, the Parish Council arranges a local Remembrance Service to honour the fallen. Purchasing a wreath allows the council to formally represent the community during the service. In line with the council's environmental and biodiversity responsibilities, the wreath will be sourced from a local supplier using sustainable materials, such as fresh flowers or biodegradable products, reducing environmental impact.

2. A councillor lead to read names of the fallen

Traditionally, the Chair of the council has read the names of the fallen at the Remembrance Service. The Chair has this year requested that all councillors are given the opportunity to fulfil this role. A nominated councillor will lead part of the service by reading the names of local individuals who lost their lives in WW1, with another member of the community reading the names of the fallen from WW2. This demonstrates the council's commitment to preserving heritage, fostering public participation, and sharing civic responsibilities. The nominated councillor will be given the names in advance in order to prepare, and to ensure accuracy and respectful delivery.

RECOMMENDATION(S):

1. To purchase a wreath for the Remembrance service
2. To agree councillor lead to read the names of the fallen

¹Risk areas to consider - strategic/operational, likelihood/impact, add to risk register? Any contingency planning needed?