



Minutes of the Meeting of
SALCOMBE D-DAY 80 COMMITTEE
held in Salcombe Town Council's meeting room, Cliff House, Salcombe
at 9 am on Thursday 25 April 2024

Present: Roger Barrett (Salcombe Maritime Museum), Cllr Caroline Bricknell (STC), Cllr John Cooke (STC), Cllr Jasper Evans, Chair (STC), Steve Frame (Cliff House), Fr. Daniel French (Seaside Parish), Tim Mattocks (Salcombe Minibus), Cllr Christine Milton (STC), Pete Robinson (STC), Jane Tyler (Salcombe Information Centre), Philip Ward (RNLI), Cllr Rob Wheeler (STC).

- 1. APOLOGIES FOR ABSENCE:** Nigel Blazeby (RNLI), Cllr Samantha Dennis (SHDC), Sara Jones (STC), Jules McColl, Jayne Morris (Salcombe Yacht Club).
- 2. PUBLIC OPEN FORUM:** No members of the public attended.
- 3. DECLARATIONS OF INTERESTS:** No disclosable pecuniary interest and non-pecuniary interest were made.
- 4. RATIFICATION:** The Committee unanimously **RESOLVED** to ratify all the approvals regarding insurance for Salcombe D-Day 80 set out in the Chair's Report dated 17 April 2024 and published on STC's website.
- 5. PRELIMINARY MATTERS:**

1.	Register involvement with National D-Day 80 (deadline 30 th May).	STC Officers have made the registration.
2.	Risk assessment. Insurance cover.	The event risk assessment has been prepared, reviewed by the Town Clerk, sent to STC insurance brokers, and the revised version is being reviewed by Pete Robinson. Based on no more than 2,000 attendees at any one time, assuming no excluded aspects, STC insurers will cover land-based activities for which STC is responsible i.e.

		Commemoration Parade, Whitestrand speeches etc, road closure. Other parts of the Programme organised by third parties will not be insured by STC's policy. STC Officers have applied for insurance cover from Beazley for the beacon which will be located on a Harbour pontoon.
3.	STC notifying Fire & Ambulance Services, Devon & Cornwall Police and Harbour Authority. First Aiders.	STC Officers have notified the emergency services. The Harbour Authority has been informed. Debbie Hainey and Ellen Brown have kindly volunteered as First Aiders.
4.	Road closures.	STC Officers have applied to DCC to close Fore Street and part of Cliff Road 8-9.30 pm on 6 June and to SHDC for all day closure of Whitestrand car park. Pete Robinson will marshal the road closure at the Market Street-Clifton Place junction. The Committee is seeking a volunteer marshal at the Newton Road junction.
5.	Notify Lulu Stacey at East Portlemouth PC and Kathy Harrod at Malborough PC.	They have been notified and sent the Programme. They and their Parish Councillors have been invited to the Commemoration Parade.
6.	SHDC post event clearance and disposal of litter.	SHDC will carry out scheduled daily bin emptying on 7 June, and there will be two additional bins for the event. Nominated Councillors will check the area is tidy after the event.
7.	HMS Magpie, BRNC and 47 Commando	HMS Magpie confirmed they will not be able to participate due to scheduled duties elsewhere. BRNC and 47 Commando participation has not been confirmed. Jasper Evans to check with Harbour Office.
8.	Bunting.	Union Jack and Stars & Stripes bunting sourced by Jane Tyler will be offered to Cliff House, shops, pubs and food outlets. Not to be put up across the highway. The Committee unanimously RESOLVED to approve the purchase by STC Officers of 34 packs at £9.99 each.
9.	Whitestrand PA (Ben Sinnott), WW2 music and Kingsbridge Silver Band.	Both will be located on The Kings Arms premises by their kind permission. The Kings Arms will generously sponsor Ben Sinnott. Rob Wheeler has arranged for Kingsbridge Silver Band to participate.

10.	Re-enactor attendance.	John Cooke asked several re-enactor groups if they could come to Salcombe. However, they will be in Normandy on D-Day 80.
11.	U.S. representation.	US Ambassador attendance was not considered feasible due to security considerations. Jasper Evans to contact US Embassy to check if interest from others there. Possible attendance by Jim Rose.
12.	Contact food outlets to serve fish and chips (and mushy peas) and donate £1.00 for each portion to the Royal Naval Association charity.	Jane Tyler has drafted a promotional flyer, which Nick Walker Printing will generously print as a donation. Jane Tyler and Samantha Dennis will distribute the flyer to Salcombe food outlets.
13.	DCC and SHDC grants. Income and expenditure spreadsheet.	The Committee noted with thanks the generous contributions to Salcombe D-Day 80 by way of grants from DCC Cllr Rufus Gilbert and SHDC Cllr Samantha Dennis. Jasper Evans will prepare an income and expenditure spreadsheet for the event.

6. PROGRAMME:

1.	WW2/D-Day display at Cliff House.	The display will be stewarded throughout by Salcombe Maritime Museum. WW2 uniforms will be displayed on manikins. Steve Frame will look into taping windows and having sandbags at Cliff House to add to the WW2 atmosphere.
2.	Fr Daniel French/Holy Trinity Church 2 pm Service. "Poem for Schools D-Day Heroes", "Certificate of Grateful Recognition",	Salcombe, Malborough and West Alvington primary schools will attend (Key Stage 2). While Thurlestone school's attendance would be welcome, congregation numbers would then be too high. The Service will be configured for the mainly school congregation. Kingsbridge Community College Principal was notified of the Service but has not indicated they wish to attend. Ben Sinnott will kindly assist the Church with a PA system for the Service.
3.	"Salcombe and D-Day" illustrated talk and film at Cliff House (Roger Barrett).	Roger Barrett has the talk in hand. There will be a suggested donation for entry of £5 to the Royal Naval Association, donations to be paid to the RNA by Salcombe Maritime Museum. Museum stewards will admit the public and collect donations. A new book entitled " <i>Sortie from Salcombe – The D-Day Story of the Ships and Men of</i> "

		<i>Convoy U2A</i> ” co-authored by Roger Barrett and Jim Rose, whose father served on a U.S. LCF which sailed from Salcombe for Utah Beach, will be published in mid-May, in time for D-Day 80, priced at £7.99.
4.	Children’s D-Day activities at Cliff House Library (Caroline Flage and Abigail Gray).	This event is in hand with a programme of interesting and creative events for children aged 6-12.
5.	Flotilla arrangements. RNLI, Fishing boats.	This event is in hand, organised by Salcombe Yacht Club. Philip Ward confirmed that the RNLI will participate. BRNC and 47 Commando participation not known as yet.
6.	Bell ringing.	This event has been confirmed by Salcombe Tower Captain. Malborough Tower will ring at the same time. The Deanery has informed other local Towers in case they can participate. Salcombe Tower will also ring prior to the 2 pm Service.
7.	Commemoration Parade.	<p>Invitations have been sent from the STC Events mailbox to over 45 community groups and organisations. The cut-off date for responses is 10 May. Some follow ups may be needed.</p> <p>A special wreath has been purchased by STC from the Royal British Legion, the wreath laying at the War Memorial will be carried out by Tony Axtell of the Legion.</p> <p>The Last Post will be played by Neil Taylor of Kingsbridge Silver Band, ideally from Cliff House balcony.</p> <p>The Commemoration Parade will be marshalled and led by Nigel Blazeby of the RNLI.</p>
8.	Whitestrand: Kingsbridge Town Crier (Roger Pinder); Fr Daniel French; Reveille; Mayor’s Tribute.	<p>To confirm that Roger Pinder has the text of the Proclamation in advance (Rob Wheeler).</p> <p>Fr Daniel French will speak words of welcome and lead a prayer. A portable microphone will be available, connected to the PA system.</p> <p>Neil Taylor of Kingsbridge Silver Band will play Reveille.</p> <p>Because some of their customers may stand on Whitestrand, the Victoria Arms will be asked to supply them with plastic beer cups (Jasper Evans).</p>
9.	Lighting the beacon.	The beacon has been checked and tested. It will be securely affixed to a pontoon in the

		Harbour by John Cooke and Rob Wheeler. They will light the beacon at 9.15 pm.
10.	Publicity and promotion.	<p>John Cooke has created a Salcombe D-Day 80 page on the Council's website and posted information about the event on Facebook and other social media noticeboards and will post on other local social media.</p> <p>The Gazette ran an article online and in last week's print edition.</p> <p>Jasper Evans posted the Programme on SOLAY and sent briefing notes to the BBC, The Times, Sunday Times, Daily Telegraph, Sunday Telegraph, Daily Mail, Mail Online, Mail on Sunday and Express Newspapers. Contacting Devon Life and Kingsbridge Information Centre was suggested in addition (Jasper Evans).</p> <p>The Committee discussed creating a banner publicising the event, to display on the road into Salcombe and moved around.</p> <p>Roger Barrett offered to prepare posters about his Cliff House talk and the Programme, to be displayed prominently in Salcombe.</p>
11.	Salcombe Minibus (Tim Mattocks).	<p>Tim Mattocks said that Salcombe Minibus will do loops around town on 6 June to pick up passengers who wish to join events during the day, especially the WW2/D-Day display, Holy Trinity Church Service and Cliff House talk, and take all passengers home. Since the road closure starts at 8 pm, day-time collections from Cliff House and elsewhere should be feasible.</p>

7. BROCHURE: Simon Roberts has designed an excellent brochure with detailed information about Salcombe D-Day 80 events and the historical context (written by Roger Barrett) which the Committee has commented on. The brochure is close to being printed by Nick Walker Printing.

8. DATE OF NEXT MEETING: The Committee **RESOLVED** that the next meeting will be held on Thursday 23 May 2024 at 10 am in Salcombe Town Council's meeting room, Cliff House, Salcombe.

Meeting ended: 10.15 am

Minutes approved: *Cllr Jasper Evans*

Date: 24/05/24