



Minutes of the Meeting of
SALCOMBE D-DAY 80 COMMITTEE
held in Salcombe Town Council's meeting room, Cliff House, Salcombe
at 10 am on Thursday 23 May 2024

Present: Tony Axtell (Royal British Legion), Cllr John Cooke (STC), Cllr Jasper Evans, Chair (STC), Steve Frame (Cliff House), Fr. Daniel French (Seaside Parish), Phil Goodhead (Salcombe Harbour Authority), Sara Jones (STC), Tim Mattocks (Salcombe Minibus), Jules McColl (Salcombe Yacht Club), Rob Wheeler (STC).

- 1. APOLOGIES FOR ABSENCE:** Roger Barrett (Salcombe Maritime Museum), Caroline Bricknell (STC), Kathy Harrod (Malborough Parish Council), Pete Robinson (STC), Jane Tyler (Salcombe Information Centre), Philip Ward (RNLI).
- 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. MINUTES OF PREVIOUS COMMITTEE MEETING:** The Committee unanimously **RESOLVED** to approve as a true record the minutes of the Salcombe D-Day 80 Committee Meeting on 25 April 2024.
- 5. RATIFICATION:** The Committee unanimously **RESOLVED** to ratify all the approvals set out in the Chair's Report dated 15 May 2024 and published on STC's website and the Committee decision to invite HM Deputy Lieutenant of Devon to Salcombe D-Day 80.
- 6. PRELIMINARY MATTERS:**

1.	Risk assessment.	The event risk assessment has been updated. An emergency fire plan has been written and four fire marshals have volunteered. Names and contacts of volunteers including first aiders to be circulated amongst volunteers and to STC Office.
	Insurance cover.	STC insurers cover confirmed for land-based activities for which STC is responsible. Parts of

		Programme organised by third parties will not be insured by STC's policy. STC Officers applied for insurance cover from MyBeazley for the gas beacon. <i>Cover confirmed subsequent to meeting.</i> Harbour Authority insurance schedule or policy to be sent to STC Office.
2.	Road closures.	Road closures from Fore Street-Clifton Place junction to Cliff Road-Newton Road junction 8-9.30 pm on 6 June and all day closure of Whitestrand Car Park approved by DCC and SHDC. Pete Robinson will marshal road closure at Fore Street-Clifton Place junction. The Committee is seeking a volunteer marshal at Cliff Road-Newton Road junction.
3.	East Portlemouth PC and Malborough PC.	Kathy Harrod of Malborough PC will join the Commemoration Parade.
4.	SHDC post event clearance and disposal of litter.	SHDC will carry out scheduled daily bin emptying on 7 June. There will be two additional bins for the event. Nominated Councillors will check site is tidy after 6 June event and in morning of 7 June.
5.	BRNC and 47 Commando (Phil Goodhead).	Salcombe Harbour will check with BRNC and 47 Commando if they can participate.
6.	Bunting (Jane Tyler).	Union Jack and Stars & Stripes bunting purchased by STC and will be distributed to Cliff House, shops, pubs and food outlets. Not to be put up across the highway.
7.	Whitestrand PA (Ben Sinnott), WW2 music and Kingsbridge Silver Band (Clr Rob Wheeler).	Arrangements in place for them to be located on KA premises.
8.	U.S. representation.	Jim Rhodes (U.S. Navy, retired) will attend. His father, Howard Rhodes, commanded LCF 18, one the first 40 U.S. Navy ships that sortied from Salcombe on 3 June 1944, destination Utah Beach.
9.	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 distributed flyers and Programmes to Salcombe food outlets.
10.	Income and expenditure spreadsheet.	The Committee has just over £900 unspent from its budget of £3,000.

7. PROGRAMME:

1.	Salcombe Minibus (Tim Mattocks).	Salcombe Minibus will collect passengers who wish to join events during the day including from Over 60s Centre and take all passengers home. Chairs should be placed outside Cliff House for use of minibus customers. Minibus customers not anticipated to attend evening events. Tim Mattocks said a new minibus has recently been purchased, cost £70,000, and they are looking for funding assistance from sponsors.
2.	WW2/D-Day displays at Whitestrand and Cliff House.	WW2 U.S. Willys Jeep on display at Whitestrand, arranged by Cllr John Cooke. The Cliff House display will be stewarded by Salcombe Maritime Museum. Cliff House will place sandbags outside to add to WW2 atmosphere. Steve Frame will confirm cost of masking tape for Cliff House windows.
3.	Holy Trinity Church 2 pm Service. "Certificate of Grateful Recognition" (Fr. Daniel French).	Salcombe, Malborough and West Alvington primary schools will attend. Ben Sinnott will assist the Church with a PA system. 120 copies of the Programme and 120 copies of the "Certificate of Grateful Recognition" will be delivered to the Church Office for distribution at the Service.
4.	"Salcombe and D-Day" illustrated talk and film at Cliff House (Roger Barrett).	Suggested donation for adult entry of £5 to be paid to Royal Naval Association by Salcombe Maritime Museum. Museum stewards will admit the public and collect donations. <i>"Sortie from Salcombe – The D-Day Story of the Ships and Men of Convoy U2A"</i> co-authored by Roger Barrett and Jim Rhodes, has been published.
5.	Children's D-Day activities at Cliff House Library (Caroline Flage and Abigail Gray).	Creating a large canvas of the scene from the Library window as it may have been when the U.S. Navy left for Normandy. Children will use collage and silhouette LCT and other vessels. Making LEGO tanks. Handling activities from Salcombe Maritime Museum handling collection. Drawing in detail aircraft that flew over and into Salcombe, with fine watercolour details. Looking at photographs from the Museum's galleries, answering questions about Salcombe as a NAAB and how it would have impacted our town. Model LCTs for play.

		<p>Presentation about WW2 and the U.S. Navy in Salcombe, playing on iPad for curious children.</p> <p>Morse code activities with build your own kit.</p>
6.	Flotilla (Salcombe Yacht Club).	25 participants to date, expected to increase as 6 June approaches. SYC to work in close conjunction with the Harbour. RNLI will participate. No response from fishing boats, they were invited. Harbour Authority to check if gig rowers wish to participate.
7.	Bell ringing.	Salcombe Tower will ring prior to the 2 pm Service, and again at 6.30 pm. Malborough Tower will also ring at 6.30 pm.
8.	Commemoration Parade.	<p>109 acceptances to date. HM Deputy Lieutenant of Devon, The Honourable Sarah Lopes, DL has kindly accepted STC's invitation to the Parade and Whitestrand and has been invited to view the Flotilla. We will need to reserve one parking space in the STC parking bay.</p> <p>The proposed order from 8.30 pm at Salcombe War Memorial is:</p> <p>Salcombe Yacht Club Cannon (Jules McColl to check with Ian Stewart)</p> <p>One minute silence</p> <p>Salcombe Yacht Club Cannon</p> <p>Last Post played by Neil Taylor & Son from Cliff House Library balcony</p> <p>Laying of Wreaths, announced by Tony Axtell. PA to be supplied by Salcombe Yacht Club.</p> <p>Thereafter, the Parade will march to Whitestrand. Parade Marshal Nigel Blazeby.</p> <p>The Commemoration will also remember servicemen from Salcombe. Albert Botley and Arthur Wood from Salcombe died in Normandy. Their names are recorded on Salcombe War Memorial. Harold Cook from Salcombe landed on Sword Beach and fought through France, Belgium and Germany until the armistice. He died in 1994.</p>
9.	Whitestrand: Kingsbridge Town Crier (Roger Pinder); Fr Daniel French; Jim Rhodes; Reveille; Mayor's Tribute.	<p>The proposed order from 8.30 pm at Salcombe War Memorial is:</p> <p>D-Day Proclamation by Kingsbridge Town Crier, Roger Pinder. <i>Contacted after the meeting and updated on timings.</i></p>

		<p>Welcome & Prayers by Fr. Daniel French. A D-Day reading may include a poem which is a short account of the landings on the beach.</p> <p>Speech by Jim Rhodes.</p> <p>Reveille (Neil Taylor & Son from KA upper level).</p> <p>D-Day International Tribute by the Mayor, Cllr Mark Goodey.</p> <p>To keep to 9.15 pm finish of speeches it may be necessary to start slightly before 9 pm.</p> <p>The Victoria Arms and KA will supply customers drinking outside with plastic beer cups.</p>
10.	Lighting the gas beacon (Cllrs John Cooke and Rob Wheeler, Phil Goodhead).	The gas beacon will be securely affixed to a remote pontoon in the Harbour by Cllrs John Cooke and Rob Wheeler working in close conjunction with the Harbour. They will light the gas beacon at 9.15 pm.
11.	Publicity and promotion.	The Programme has been printed. A Banner is on display on railings in Market Street (with thanks to Cllr John Cooke). Posters have been placed around town (with thanks to Roger Barrett). Postings on social media about Salcombe D-Day 80 (Cllr John Cooke and Roger Barrett). Briefing notes have been sent to local press including BBC Spotlight (with thanks to Jane Tyler), and national press. BBC Radio Devon to be contacted (Jasper Evans). <i>Jo Loosemore of BBC Radio Devon contacted following meeting.</i>
12.	Photographer	Three quotes obtained. The Committee unanimously RESOLVED that Scot Baston of Cornerstone Photography should be appointed by STC Office. Salcombe Maritime Museum via its website and social media will invite people who attend Salcombe D-Day 80 to submit their images of the day so they may also form part of the record.

8. DATE OF NEXT MEETING: No further meeting of the Committee prior to 6 June 2024 was considered necessary.

Meeting ended: 11.15 am

Minutes approved: *Jasper Evans*

Date: 26/6/24