



Chelveston-cum-Caldecott Parish Council

Northamptonshire

M2206 Item 17 – Flag flying policy

Flags are traditionally flown for a variety of reasons: to show allegiance, support, respect, or to celebrate. The planning consent for the flagpole is for ceremonial flags on civic occasions. It therefore follows that advertising, commercial, and other non-ceremonial flags will not be flown.

The Parish Council will always be sensitive to the views of all sectors of its community and will never use flags for political purposes. However, it is noted that the horizontal striped rainbow flag (aka the "Pride" Flag) is an international symbol of the lesbian, gay, bisexual and transgender social movement, and is widely interpreted as a universal symbol of freedom rather than the emblem of a 'political' group.

The Union Flag

The Union Flag, in accordance with guidance from the Department for Culture, Media and Sport (DCMS), is to be flown as follows:

- 6th February - Her Majesty's Accession.
- March (2nd Monday) - Commonwealth Day.
- 21st April - Birthday of Her Majesty the Queen.
- 23rd April – St George's Day.
- 2nd June - Coronation Day of Her Majesty.
- June (2nd Saturday) - Official Celebration of Her Majesty's Birthday.
- November (2nd Sunday) - Remembrance Sunday.
- 11th November – Armistice Day.
- 14th November - Birthday of the Prince of Wales.

The Parish Council has discretion to fly the Union Flag at other times:

- To celebrate and support sporting events of significance.
- In recognition of a royal visit in consultation with the Lord Lieutenant of Northamptonshire.
- In recognition of a formal visit by another significant dignitary.
- A special significant event or success in the Parish.
- Formal Civic occasions.

How should the Union Flag be flown?

The correct way up for the Union Flag when flying is with the broader diagonal white stripe at the top left hand side of the flag nearest the flagpole.

The Union Flag should be flown on the flagpole situated at the Village Hall from 8:00am until sunset, unless it is illuminated.

In the event of two flags being flown from the same flagpole, the Union Flag must always be superior i.e. uppermost.

Who will raise and lower the flags?

Only trained persons with access to the keys to the flagpole and flag drawer within the Village Hall will raise or lower the flags. There are five such persons at the time of writing.



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How should flags be flown at half-mast?

When flags are to be flown at half-mast they should be two-thirds up between the top and bottom of the flagpole, with at least the height of the flag between the top of the flag and the top of the flagpole.

When raising the flag it should always be hoisted right up and then lowered back down to half-mast. Likewise before it is lowered at sunset, it should first be hoisted right up to the top, and then lowered back down.

Occasions when flags must or may be flown at half-mast:

National (Must)

- From the announcement of the death up to the funeral of the Sovereign, except on Proclamation Day (*the Day of the announcement of the Accession of the new Sovereign*), when the flags are hoisted right up from 11:00am to sunset. [See the Operation Bridges].
- In the event of the death of a member of the Royal Family, flags should be lowered from the day of death to the day of the funeral, subject to special commands from Her Majesty in each case,
- The DCMS will inform of any other occasions where Her Majesty has given a special command.

Local (May)

Subject to a simple majority decision of the Council, other half-mast flying may include;

- On the death / funeral of a member of the Armed Forces or Emergency Services from the Parish.
- On the death / funeral of a serving or past Parish Cllr, Unitary Cllr for the Higham Ferrers ward (including the legacy Councils), or the Member of Parliament for Wellingborough.
- On the death / funeral of a parishioner of good standing.
- On the death / funeral of other persons (not being a resident) who have made a significant contribution to the wellbeing of the Parish e.g. a Parish Priest, WI President, etc.

Other Flags

The Parish Council flag will be flown at all meetings of the Council, the Annual Parish Assembly and (optionally) at Council run events in the Village Hall or paddock.

The WI branch flag may be flown at all WI meetings and at WI events in the Village Hall or paddock.

Other national flags may be flown in accordance with DCMS guidance e.g. on St George's Day, 23rd April, the Flag of St George may be flown.

The ceremonial flag of the US 8th Air Force may be flown at events commemorating the wartime service of USAAF units at RAF Chelveston.

This Policy was adopted by the Council on 13th June 2022 under resolution M2206.17.

Signed:

Chair of the Parish Council

This policy will be reviewed annually in September, unless changes in legislation require it to be reviewed sooner.