



DEATH OF A MEMBER OF THE ROYAL FAMILY

TRIGGER FOR PLAN TO BE LAUNCHED

Plans to mark a death should be implemented only when a formal announcement has been made. So, for instance, if news agencies are saying that "*reports are coming in of the death of ...*" it must be treated with caution. If possible, wait for a more definite announcement (perhaps along the lines that "*it has been announced by Buckingham Palace / Downing Street that...*")

The day of the death of the Sovereigns will be known as D-Day, then D+1, D+2 etc. through the ten days of national Mourning. The state funeral will be held on D+10, except if this date falls on a Sunday, when the funeral will be on D+11.

FLAG FLYING

On the formal announcement of death, the union flag will be lowered to half-mast until 0800hrs on the morning following the funeral.

PROCLAMATION DAY SCHEDULE

In the case of the death of the Sovereign, the day following the death D+1 will be Proclamation Day, which is the day the new Sovereign is proclaimed.

D+1 - The Proclamation will be made at St James's Palace at 1100hrs (or 1400hrs if it is a Sunday). The Proclamation will then be 'cascaded'. At noon on Proclamation Day it will be read at the Royal Exchange in the City of London.

D+2 – At noon on D+2, it will be read: in Edinburgh by Lord Lyon King of Arms at Mercat Cross and at the drawbridge to Edinburgh Castle; in Cardiff by Wales Herald Extraordinary at Cardiff Castle and in Belfast by Norroy and Ulster King of Arms.

Once these Proclamations have been made it is appropriate for the Proclamation to be read at County, City, Borough and then at Parish level. It is suggested that the Parish Council should therefore make their announcement at or after 1600hrs.

Posters will be placed on noticeboards, the website landing page will be changed and e-mail notification will be sent to those on our list with this announcement.

“We announce the passing of our late Sovereign, Queen Elizabeth the Second. Our sadness at this time is shared by people across the globe, as we remember with affection and gratitude the lifetime of service given by our longest service Monarch. But the basis on which our Monarchy is built has ensured that through the centuries the Crown has passed in an unbroken line of succession. Today’s ceremony marks the formal Proclamation to the people of Bury and West Burton and the beginning of our new King’s reign.

Yesterday, the Accession Council met at St James’s Palace to proclaim our new Sovereign. The flags which had flown at half-mast since The Queen’s death are raised briefly to their full height to mark the start of His Majesty’s rein.

“God Save the King”

BOOKS OF CONDOLENCE

A Book of Condolence will be opened on the first working day after the day of death D+1. Bury Village Hall will be used to house the book. A table with suitable cloth will be set up, along with a portrait of the deceased and a small arrangement of flowers.

It is suggested that Books of Condolence should be closed at the end of the day following the day of the funeral (i.e. if the funeral falls on a Thursday, Books should close at 1700hrs on the Friday).

Alternatively, a link to the Buckingham Palace e-Book of Condolence will be included on the website: www.royal.gov.uk where parishioners can lodge their online messages.

EVENTS DURING THE PERIOD OF MOURNING

From the day of the death until the day after the funeral, careful thought will be given to the types of events and activities which the Parish should host or attend. Scheduled Parish Council meetings will be reviewed for postponement or rescheduling. Also, any lunches, dinners, receptions and so forth, may not fit with the mood of the nation and as a mark of respect may need to be cancelled or postponed. This is a local decision and one which need to be reached with great sensitivity.

Visits to local schools and care homes will be scheduled for the Chairman to spend time with the community, talking about the events that are unfolding. This again will need to be done with great sensitivity and should not be pressed upon a Chairman who does not feel comfortable taking on such a role.

7. CHURCH SERVICES

Bury Parish Councillors will be sent details of all Church services being held in the Parish.

FLOWERS

A designated area will be at the front of Bury Village Hall. It is important to note that all of the plastic wrap should be removed before laying them. At the end of the mourning period, at 9am the day following the funeral, there will be a ceremonial removal of the flowers. All flowers will then be taken away to be composted, with the compost a tree will be planted at a location in the community, agreed by the Council, in memory of the Sovereign.

MARKING A SILENCE

On the death of the Sovereign there will be a two-minute silence at 1100hrs on the day of the funeral (D+10). Which will be a public holiday (unless D+10 is a Saturday).

It may be that silence will be kept for other member of the Royal Family, perhaps on the day of the funeral as part of the funeral service. However, action on a silence for members of the Royal Family other than the Sovereign should await an announcement from Buckingham Palace.

The Chairman may wish to lead the silence in an appropriate public place and thought needs to be given as to where that might be, who will be present and how the beginning and end of the silence will be marked.

Adopted 16th March 2020