STRETTON ON DUNSMORE PARISH COUNCIL

OPERATION MENAI BRIDGE PROTOCOL

This protocol sets out the action to be taken in the event of the death of H.M The King Charles III (codename Operation Menai Bridge) or any other senior royal.

1. Stretton on Dunsmore Parish Council's mourning protocol will be implemented on the formal announcement of the death of any of those persons named below:

   H.M. The King
   H.R.H. The Queen
   H.R.H. The Prince of Wales
   H.R.H. The Princess of Wales
   H.R.H. The Duke of Edinburgh
   H.R.H. The Duchess of Edinburgh
   H.R.H. The Princess Royal

2. On receipt of the formal announcement of the death of any of these listed above, the clerk will issue a prepared statement on behalf of the Parish Council. This statement will be posted on the home page of the website, social media and noticeboards.
   The statement template will be based on the below:

   ' It has been announced by Buckingham Palace that …….. has passed away. The Parish Council and the people of Stretton on Dunsmore are deeply saddened to hear the news of the death of ……
   It is confirmed that flags within the parish should be flown at half mast and a book of condolence will shortly be opened up at the Village Hall / All Saints Church. This book will accessible Monday to Saturday ……until……. For those who wish to pay their respects.
   A designated area has been marked out in All Saints Church yard/Plott Lane Recreation Ground/Village Hall grounds for those who wish to pay their respects by laying flowers. Sincere condolences go to the family members'

3. A book of condolence will be opened on the first working day after the day of death, at either All Saints' Church or Stretton Village Hall. The loose leaf book will be situated on a table covered with a black cloth and a small flower arrangement placed on the table. There will be a pot of pens for people to use when signing the book. The book will be closed at the end of the day, following the day of the funeral and will form part of the Parish Council's archive.

4. The Clerk will liaise with the church warden or village handyman or village trustees to allocate an appropriate place for the laying of floral tributes and arrange for their removal as is appropriate.

5. The Clerk and Chairman will review the Parish Council meetings and events, scheduled during the mourning period, to ensure it is appropriate that they should proceed.

6. The funeral of the Sovereign will take place 10 days after the death. For other senior members of the Royal Family, the funeral will take place eight days after the day of death.