

Bude-Stratton Town Council

Flag Flying Protocol

Background

As a local authority, Bude-Stratton Town Council has a range of civic roles and responsibilities. These include marking international, national and local events and celebrations through the flying of flags from our four flag poles – Shalder Hill, the Parkhouse Centre, the Castle and the Elizabeth Mast (Summerleaze Downs).

The flying of flags can bring the community together, strengthen identities and remind us of our shared history and sacrifices. It also has the potential to be divisive. As an organisation representing the whole community, the Town Council has a duty to treat requests for flags to be flown from its flagpoles with fairness and equity. At the same time, it must also abide by the rules set down by central government for the flying of flags.

This Flag Flying Protocol has been developed to provide clarity regarding the flying of flags from Town Council flagpoles. **It aims to give the community confidence that the Council is following an agreed process when making decisions about flying flags.**

Flag poles on Town Council land are in the ownership of the Town Council and any additional requests to fly a flag not specified in the protocol, must be received by the Town Council Office for resolution by the Town Council.

This Protocol sets out:

1. the rules laid down centrally for the flying of flags
2. the nationally designated days for the flying of flags
3. the days on which flags will be flown in Bude
4. the exceptions not requiring a resolution by the Town Council
5. the process by which requests for flags to be flown will be decided by the Town Council

1. Rules laid down centrally for the flying of flags

Central government has set out three categories of flag:

- a) Flags that can be flown without consent of the local planning authority (Cornwall Council)
- b) Flags that do not need consent provided they comply with further restrictions
- c) Flags which require consent from the local planning authority.

a) The flags that do not require consent are:

- Any country's national flag, civil ensign or civil air ensign
- The flag of the Commonwealth, the United Nations or any other international organisation of which the United Kingdom is a member
- A flag of any island, county, district, borough, burgh, parish, city, town or village within the United Kingdom
- The flag of the Black Country, East Anglia, Wessex, any Part of Lincolnshire, any Riding of Yorkshire or any historic county within the United Kingdom
- The flag of Saint David
- The flag of Saint Patrick
- The flag of any administrative area within any country outside the United Kingdom
- Any flag of His Majesty's forces
- The Armed Forces Day flag

Two flags can also be flown from the same flagpole without the need for consent if:

- both flags are within the list above; or
- one flag is within the list above and the other is within the categories of flag set out below.

In either case, if one of the flags is the Union flag, it must be flown in the superior position.

b) Several categories of flag may be flown without consent, subject to certain restrictions regarding the size of the flag, the size of characters on the flag, and the number and location of the flags (for details of the specific restrictions see [Flying flags: a plain English guide - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/flying-flags-a-plain-english-guide)). Categories of flag that can now be flown:

- House flag – flag is allowed to display the name, emblem, device or trademark of the company (or person) occupying the building, or can refer to a specific event of limited duration that is taking place in the building from which the flag is flown

- Any sports club (but cannot include sponsorship logos)
- The Rainbow flag (6 horizontal equal stripes of red, orange, yellow, green, blue and violet).
- Specified award schemes – Eco-Schools, Queen’s Awards for Enterprise and Investors in People
- the NHS flag
- Certain environmental awards (for example Blue Flag award)

The restrictions on flying this second category of flag relate to where the flagpole is located on a building or within the grounds of a building.

- c) Flags which require consent - any flag not identified above requires express consent from the local planning authority before it can be flown.

2. Nationally designated days for the flying of flags

In 2023, the Town Council will, as a minimum, observe the following nationally designated days for flying flags:

Coronation Weekend (including Bank Holiday Monday - 6, 7 and 8 May) — The Union flag will be flown from the Shalder Hill flagpole on these dates.

Armistice Day and Remembrance Sunday

The Union Flag will be flown from the Shalder Hill flagpole on Armistice Day (11 November) and remain in place until and including Remembrance Sunday (the second Sunday in November). No additional flag will be flown from the Shalder Hill flagpole for this period.

3. Days on which flags will be flown in Bude

March

St Piran's Day/Gool Sen Peran

The St Piran's flag will be flown from Shalder Hill.

June

Pride

During Pride month, and on Bude Pride Weekend, the Town Council will fly appropriate flags from its flagpoles.

D-Day anniversary

The Union flag will be flown to mark the anniversary of D-Day on 6 June. It will be the only flag flown from the Shalder Hill flagpole that day.

Armed Forces Day

The Union flag will be flown from the Shalder Hill flagpole on Armed Forces Day and the following Sunday. It will be the only flag flown from the Shalder Hill flagpole on those two days.

An Gof Day

The St Piran flag will be flown from the Shalder Hill flagpole on An Gof Day (27 June).

August

The RNLI flag will be flown from the Elizabeth Mast (Summerleaze Downs) for Bude Lifeboat Weekend – Summer Bank Holiday (26, 27, 28 August 2023).

Other days

On all other days, except those for which a particular flag has been requested and resolved by the Town Council, the St Piran flag will be flown from the Shalder Hill flagpole. On all days when the Parkhouse flagpole is not being used to meet a request for a flag to be flown, the national flag of Ukraine will be flown until cessation of hostilities, or until the Town Council resolves to no longer fly it.

4. Exceptions not requiring a resolution from the Town Council

The following exceptions will not require a resolution from the Town Council as they concern time-limited events that may require an immediate decision.

Mark of respect – central directions

Directions for the flying of the Union flag following, for example, the death of a senior member of the Royal Family will be laid down by central government.

Mark of respect – local deaths

Requests for a permitted flag to be flown at half-mast to mark the passing of a well-known local person will be granted for a period of 48 hours and for the day of the person's funeral. If such a request clashes with a previously resolved request, and the Shalder Hill flagpole is not available, the requested flag will be flown from the Parkhouse flagpole.

Mark of respect - significant national or international disaster

In the event of a significant national or international disaster, for example a catastrophic earthquake or major act of terrorism, the Town Council may fly a permitted flag as a mark of respect. If such an event clashes with a previously resolved request, and the Shalder Hill flagpole is not available, the flag will be flown from the Parkhouse flagpole.

International sporting finals

Requests to fly the flag of any home nation team or sportsperson reaching the final game of an international sporting event will not require a resolution from the Town Council.

5. The process by which flags to be flown will be decided

A request from a member of the public for a flag(s) to be flown from a Town Council flagpole will first be assessed by staff to ascertain if the request:

- relates to directions laid down by central government
- relates to the passing of a well-known local person exception
- relates to the significant national or international disaster exception
- relates to the sporting finals exception.

If the request relates to any of the above, the flag will be flown/already flying.

Does the requested flag require planning consent to be flown?

If the request does not relate to any of the above, staff should next check if the flag(s) can be flown without planning consent (see page 2).

If the flag(s) **does not require planning consent**, staff will inform the member of the public that their request will be presented at the next available meeting of the Full Council or Oversight Committee for deliberation. The member of the public making the request will be notified of the Town Council's decision regarding the request in a timely manner. The decision of the Town Council will be final.

If the flag(s) **does require planning consent**, staff will inform the member of the public making the request that:

- the Town Council will need to make an application for planning consent
- it will take a minimum of two months for consent to be applied for and decided upon
- the cost of making the application for consent must be met by the member of public

Clashes

It is possible that a request from a member of the public for a flag to be flown from Shalder Hill clashes with a pre-agreed request. In such an instance, the Parkhouse flagpole will be offered. In the unlikely event that a request for a flag(s) to be flown is made when both Shalder Hill and the Parkhouse flagpoles are being used for pre-agreed requests, the Castle flagpole will be offered.