



BUDE-STRATTON TOWN COUNCIL

Flag Flying Protocol v.8

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 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 (see Appendix).

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.

1. Requesting a flag to be flown by the Town Council

The four above specified flagpoles are in the ownership of the Town Council. The Shalder Hill flagpole is reserved for the flag of St Piran or the Union flag unless the Town Council resolves to agree a request for an alternative flag to be flown. The flag of St Piran will be flown from the Castle flagpole unless the Town Council resolves to agree a request for an alternative flag to be flown.

Requests from the community for flags to be flown must be received by the Town Council Office for resolution by the Town Council. A minimum of six weeks should be allowed between requests being received by the Town Council and the date a flag is required to be flown. Requests from Town Councillors for flags to be flown must be agreed by resolution by the Town Council.

Planning consent

Staff will ascertain if a requested flag can be flown without requiring planning consent. If the flag does not require planning consent, the request will be presented at the next available meeting of the Full Council or the Corporate and Democratic Services Committee for deliberation. The decision of the Town Council will be final. If a flag requested by a member of the public does require planning consent, the requestee will be required to undertake the process of seeking consent from Cornwall Council and meeting any associated costs.

2. Nationally designated days for the flying of flags

In 2024, the Town Council will, as a minimum, observe the following nationally designated days for flying flags:

Armistice Day and Remembrance Sunday

The Union Flag will be flown from the Shalder Hill flagpole on Remembrance Sunday (10 November) and remain in place for Armistice Day (11 November).

3. 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/or for the day of the person's funeral. For the protocol for the death of a serving or former Town Councillor refer to the Operation London Bridge Policy.

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.

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.

Review

This policy shall be reviewed on an annual basis.

Appendix – 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.