Chepstow Town Council

FLAG FLYING POLICY

1. Introduction

1.1 Flags are traditionally flown by the Town Council for a variety of reasons: to show allegiance, support, or respect or to celebrate. The Town Council will always be sensitive to the views of all sectors of its community and will never use flags for political purposes.

1.2 On the occasion of a royal visit the personal standard of the member of the Royal Family making the visit is despatched in advance so that it can be flown on the day. Personal standards of the Royal Family are to be raised only when the royal person is inside the building and must never be flown when he or she is passing by, as in a procession.

1.3 Section 144 of the Highways Act 1980 empowers a local council to erect flagpoles and other structures on any highway within its area for the purposes of displaying decorations. That power extends to making slots in the highway for the erection of the flagpole or structure and also to remove those erections and slots. The exercise of these powers is subject to relevant consents.

1.4 The purpose of the Flag Flying Policy is to ensure that there is advice on when and how to fly flags.

2. The Policy

2.1 Chepstow Town Council has one flag pole available situated on the roof of The Gatehouse. Currently the Town Council has the following flags:

- Union Flag
- Flag of Wales
- Commonwealth Flag
- Chepstow / Cormeilles Twinning Flag
- Fairtrade Flag
- Armed Forces Day Flag
- LGBTQ+ Flag
- Ukrainian Flag

2.2 The Town Council may fly two flags on the same flagpole, as necessary.

2.3 The Town Council may fly flags every day of the year however, it will as far as is appropriate, follow the national guidance of dates from the Department for Culture, Media and Sport.

2.4 Flags are flown continuously.

2.5 The Town Council reserves the right to fly any other flag by agreement of the Council.

2.6 Flag flying dates are shown in Appendix 1.

2.7 When to fly flags at half mast is shown in Appendix 1.

2.8 For dates which fall on a weekend the flag shall be put up on the Friday and removed on the Monday.

3. Responsibility for implementation of the policy

3.1 The Clerk is responsible for the implementation of the policy.

4. Monitoring and review of this policy

4.1 The Council shall be responsible for reviewing this policy annually to ensure that it meets national guidance.

APPENDIX A

Dates for flying flags

Date	Reason	Flag
February (date varies)	Fairtrade Fortnight	Fairtrade
1st March	St David's Day	Flag of Wales
2nd Monday in March	Commonwealth Day	Commonwealth
6th May	Coronation Day	Union Flag
June (to coincide with Chepstow School)	LGBT+ celebration day	LGBT+ flag
17th June	Official Birthday of His Majesty	Union Flag
Last Saturday in June	Armed Forces Day	Armed Forces
17th July	Birthday of the Queen Consort	Union Flag
8th September	His Majesty's Accession	Union Flag
14th November	Birthday of His Majesty	Union Flag
2nd Sunday in November	Remembrance Day	Union Flag

Notes

- The Flag of France shall be flown when a twinning visit is taking place.

When to fly flags at half mast

- National mourning – this is usually a prescribed period of time