

Report of:	Chief Executive
Contact Officer:	Victoria Mason
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Portfolio Leader:	Leader of the Council
Key Decision:	
Report Track:	

**EXTRAORDINARY MEETING OF COUNCIL
7 NOVEMBER 2012
GRANTING THE FREEDOM OF ENTRY TO THE MERCIAN REGIMENT**

1 Purpose of Report

- 1.1 To consider the granting of the honorary Freedom of Entry to the Mercian Regiment.
- 1.2 To consider a request for a supplementary estimate and budget required to host a celebratory event to mark the occasion.

2 Recommendations

- 2.1 That Council agree that the Freedom of the Entry into the District on Ceremonial occasions be conferred upon the Mercian Regiment in the following form and the same be illuminated in scroll form and present to the Mercian Regiment.

“To the Commanding Officer, Officers and Men of Mercian Regiment

We the Chairman and Councillors of the District of Cannock Chase in the County of Staffordshire, in pursuance of Section 249 of the Local Government Act 1972, being desirous of recognising the association between the Army and the District and wishing to foster and enhance the close ties and relations with the District,

Do by these presents Confer upon the Mercian Regiment the Freedom of Entry into the District on Ceremonial Occasions.

The Common Seal of the Council of the District of Cannock Chase was hereunto Affixed the day of two thousand and twelve”.

- 2.2 That the Common Seal of the Council be affixed to the Freedom Scroll.
- 2.3 That Council determine the nature of the celebratory event for granting the Freedom of the District to the Staffordshire Regiment

- 2.4 That on determination of the celebratory event at 2.3 above, the appropriate supplementary estimate and budget required, as detailed in the financial implications, to host the ceremony and ceremonial regalia, be agreed and established.

3 Key Issues and Reasons for Recommendation

- 3.1 There are no existing resources to implement this proposal; Council would therefore have to determine a supplementary estimate to support the implementation of a celebratory event.

4 Relationship to Corporate Priorities

- 4.1 These proposals contribute to the promotion of a strong, healthy and just society as identified in the Cannock Chase Sustainable Community Strategy 2008 – 2020.

5 Report Detail

- 5.1 Under Section 249 of the Local Government Act 1972 a Principal Council may, by resolution passed by not less than two thirds of the Members voting at a meeting of the Council specifically convened for the purpose, confer the award of the Honorary Freedom of the District on current serving uniformed organisations (usually, but not exclusively, the military) which have rendered conspicuous service and which are associated with the District.
- 5.2 Freedom of Entry traditionally grants organisations the “freedom to march through the streets of the District with bayonets, fixed drums beating and colours flying. This does not carry any rights or responsibilities but is the most honourable distinction that a District Council can bestow.
- 5.3 A request for Council to consider bestowing the Districts first Freedom of Entry has been received for the Mercian Regiment which has a long history of service to our country and our local communities. A detailed history of the, The Mercian Regiment (previously Staffordshire Regiment) can be seen at Annex **.
- 5.4 Council is requested to consider granting the Freedom to the “Mercian Regiment” as a whole (1st, 2nd and 3rd Battalions) as the 3rd Battalion, The Mercian Regiment (Staffords) are to be withdrawn from the British Army’s Order of Battle in 2014. This request is made as Civic protocol would necessitate that the new service unit notify the Council of such changes, following which a decision would be required of Council to consider whether the new unit may continue to exercise the privileges granted to the old unit. In granting it to the “Mercian Regiment” this would eliminate the need for this, but would still recognise the appreciation of the District of the tremendous and proud service the Staffords have given Cannock Chase and the nation.

6 Implications

6.1 Financial

The cost of the celebratory event will be dependent upon Council’s decision on the nature and size of the event, and are set out at Annex 2. The cost of commissioning the design and production of a high quality wooden board to include the names of those awarded the Honour of Freedom of Entry in the first instance will be between £800 and £1000.

The cost of commissioning the design and production of a hand decorated Velum scroll and casket will need to be met and will be between £1500 - £2000 dependent on wording and decoration.

The cost of the granting of the Freedom of Entry to the Mercian Regiment will therefore be:

	Wooden Board £	Velum Scroll & Casket £	Celebratory Event £	Total £
Option A	1,000	2,000	3,446	6,446
Option B	1,000	2,000	4,919	7,919
Option C	1,000	2,000	16,307	19,307

There is currently no provision in the Budget for this expenditure and a supplementary estimate will be required.

6.2 Legal

Section 249 of the Local Government Act 1972 gives the Council the power to admit as honorary freemen or freewomen of the District persons of distinction and persons who have rendered eminent service to the district. There is also a power in that section to expend reasonable sums on resending an address or a casket containing an address to the recipient. The power has to be exercised by resolution of the Council. The resolution must be passed at a special meeting of the Council called for that purpose by a majority of at least 2/3 of the members voting on it. The granting of the Freedom of The District to military and other organisations as well as individuals is commonly done under this power. The granting of the Freedom of the District does not confer any rights on the person or organisation.

6.3 **Human Resources**

The proposals in this report will involve significant commitment of staffing resources to organise, administer and promote the award in addition to the direct financial costs of delivery depending on the scope of the celebratory event. Careful consideration will need to be given as to whether this can be absorbed into existing staffing provision or whether additional staffing resource is required. Whilst not explicitly stated presumably the bulk of the promotion and administration of this award will fall to the Executive and Civic Support team, but potentially there may be additional workload for the legal team, and finance team, Chief Executive's office and Members Services arising from this proposal which is not currently programmed into current work plans.

At the present time it is unclear whether the assimilation of this additional work will impact on the grading of any specific posts but this is a possibility.

6.4 **Section 17 (Crime Prevention) –**

There are community safety implications in respect of any public event or 'freedom march' held in relation to this proposal. Part two of the Public Order Act 1986 sets out the requirement to give advance notice to the police of any public procession; the notice must specify the intended date and time of the procession together with the proposed route and contact details of the organiser. The police can impose conditions and these may or may have a cost implication. There may also be implications in respect of noise-related nuisance and/or highways obstruction.

6.5 **Human Rights Act**

There are no identified Human Rights Act Implications.

6.6 **Data Protection**

There are no identified Data Protection Act Implications.

6.7 **Risk Management**

There are some risks in terms of financial and officer capacity depending on the scope of the celebratory event but these will be considered in the context of organising each individual event.

6.8 **Equality & Diversity**

There are no identified implications as result of this report.

6.9 **Best Value**

None

7 Appendices to the Report

Appendix 1 A brief History of the Staffordshire Regiment in three parts

- Early History
- World War I; between the wars; and World War II
- Post War – present day

Appendix 2 Options for Celebratory Event

Previous Consideration

Cabinet – Freedom Of District / Freedom Of Entry 19 July 2012

Council – Agenda , Recommendation From Cabinet 8 August 2012

Background Papers

The Staffordshire Regiment



This brief history of the Staffordshire Regiment is split into three documents:

- Early history
- World War I; Between the wars; and World War II
- Post-war

Early history

In 1782, to encourage recruiting, regiments were for the first time given territorial titles. The 38th became the 1st Staffordshire and the 64th the 2nd Staffordshire, and they soon started to wear the Stafford Knot. Both Regiments spent much of the 19th century in defence of the ever expanding British Empire. Many of the actions were small, local skirmishes, but others were of greater importance.

Between 1824 and 1826, the 38th took part in the First Burmese War.

The 80th spent much of 1836 aboard ship bound for Australia on convict escort duties. Upon arrival in the colony they were to spend a further nine years on duty as a guard force and police service. During this period, the energetic second in command, Major Bunbury, together with a detachment, was sent to the South Island of New Zealand and annexed it for the Queen.

In 1844, on its way from Australia to India, part of the 80th was shipwrecked on the Andaman Islands and was stranded there for nearly two months.

Subsequently, the 80th took part in the First Sikh War, 1845-46, distinguishing itself at the battles of Moodkee, Ferozeshah and Sohraon.

In 1852, the Regiment took part in the Second Burmese War, taking part in the storming of Rangoon, Pegu and Prome.

In 1853, Great Britain went to war with Russia to prevent her establishing herself at the expense of Turkey as the paramount power in the near East. This led to the campaign in the Crimea and the Siege of Sevastopol, in which the 38th were involved.

In 1856, the 64th fought against Persia in a successful little campaign, which was brought about by the fear of extended Russian influence.

In 1857, the Bengal Army mutinied and the whole of Northern India was in turmoil. The 64th formed part of the original small British column which went up the Ganges and arrived just too late to prevent the massacre at Cawnpore.

Part of the Regiment was in the first relief of Lucknow and remained to defend it until the second relief, in which another detachment of the Regiment was with the relieving column. The 38th fought at the final capture of Lucknow in 1858, and both the 38th and 64th were engaged in the final operations to suppress the mutineers, as was also the 80th, which was involved in the closing stages of the Central Indian Campaign. The first Victoria Cross to the Regiment was awarded to Drummer T. Flynn of the 64th for his gallantry at Cawnpore on 28 November 1857.

The Cardwell Reforms refer to a series of reforms of the British Army undertaken by the Secretary of State for War (and former soldier) Edward Cardwell between 1868 and 1874. The starting point was a Royal Commission in 1858, established in the aftermath of the Crimean War, under Sir Jonathan Peel, the then Secretary of State for War.

Apart from the obvious instances of incompetence and mismanagement, it was evident that the provision for an army of only 25,000 men in the Crimea had left Britain with almost no trained soldiers on the 'home front'. This was further illustrated by the Indian Mutiny which needed nearly every trained soldier to suppress.

The Commission reported in 1862, but few of its recommendations were implemented immediately. The main obstacle was objections from the now defunct East India Company who wished to maintain their own military body, and 'die hard' officers who opposed the reforms in 'principle'.

Despite such opposition Cardwell pushed his reforms through. The first reform was The Army Act (1870). The Act restricted recruitment to an initial period of 12 years service. This superseded the Act of 1847 allowing a soldier to serve for ten years then either retire without a pension or reenlist for a further term, receiving a two month furlough, a re-enlistment bounty and a pension at the end of their service. However, the Act of 1870 allowed a soldier to elect to spend time in the reserves rather than regular service and be paid for their reserve service, four pence a day in return for a short period of training each year and an obligation to serve when recalled to the Colours, thus providing a regular reserve of trained and competent soldiers.

Later, in 1871, Lord Cardwell passed another Act 'The Regularisation of the Forces Act (1871)'. Under this Act the country was divided into local regimental districts. This was based on county boundaries and population density. Then single battalion regiments were merged into two battalion regiments sharing depot facilities and associated recruiting areas. The reasoning behind these reforms was that while one battalion was serving overseas, the other battalion would be garrisoned at home for training. The militia of that area would then usually become the third battalion of that particular regiment.

The other significant changes of the Act of 1871 were the abolition of selling or buying a commission. The ranks of Cornet (Cavalry) and Ensign (Infantry) were replaced with the rank of Second Lieutenant. In light of these reforms,

the local regiments were reformed as follows; the 38th and the 80th were linked and the 64th and the 98th were also linked. This was followed in 1881 by the 38th and 80th becoming the 1st and 2nd Battalions the South Staffordshire Regiment, while the 64th and the 98th became the 1st and 2nd Battalions the Prince of Wales's (North Staffordshire) Regiment. This was changed, in 1920, to The North Staffordshire Regiment (Prince of Wales's). Each regiment established a permanent depot at Whittington Barracks, Lichfield. The King's Own Staffordshire Militia provided the 3rd and 4th Battalions to both regiments.

The 80th was the last of the four regiments to see action under its old number. It took part in the Zulu War, forming the front of the British square at the decisive Battle of Ulundi, and was also engaged in minor operations against a Kaffir chief named Sekukuni. Two Victoria Crosses were won. One by Private S. Wassall on 22 January 1879 when, under heavy fire, he saved the life of a comrade struggling in the Buffalo River. The second by CSgt A. Booth who, on 12 March 1879, fought his way to safety with the survivors from a detachment surprised by a Zulu night attack.

In 1882, there was an anti-foreign military revolt in Egypt, led by Arabi Pasha. British troops, including the 1st South Staffords, were sent in to restore order. In taking over control of Egypt, Britain had also assumed responsibility for the Sudan. There, a rebellion led by the religious leader, the Mahdi, was in full swing. General Gordon was sent to Khartoum to extract the Egyptian garrison and was cut off there. An expedition, including the 1st South Staffords, was sent up the Nile in 1884 to relieve him, but unfortunately arrived too late. After the fall of Khartoum the Sudan was evacuated, but by 1896 it had been decided to re-establish Anglo-Egyptian authority there. A preliminary step was the seizure of the northernmost province of Dongola and in these operations the 1st North Staffords formed the British element of the force. The battle honour 'Hafir' commemorates this campaign.

In 1899, Britain became involved with the Boer Republics of the Transvaal and the Orange Free State in South Africa, in a war which was to go on for three years. The 1st South Staffords and the 2nd North Staffords fought in this campaign, while the militia battalions of both regiments also went out to South Africa, as did volunteers from all five volunteer battalions.

In 1882, the units of the Staffordshire Rifle Volunteers, most of which dated from 1860, became volunteer battalions of the two Regiments and in 1908 they were re-organised into the Territorial Force. The Staffordshire Territorials were the 5th and 6th Battalions of each regiment.

The Staffordshire Regiment



This brief history of the Staffordshire Regiment is split into three documents:

- Early history
- World War I; Between the wars; and World War II
- Post-war

World War I

During the 1914-18 War there was a tremendous expansion of the Army.

A total of 17 battalions wore the badge of the South Staffords, and 18 wore that of the North Staffords. Not all of these saw active service, as many were employed as training units at home. Losses were tremendous and the total number killed in the two Staffordshire Regiments was approximately 10,000.

The 2nd South Staffords was the first of our battalions to see action, being present at the opening battle of Mons and serving throughout on the Western Front, where they fought in most of the major battles.

The 1st South Staffords and 1st North Staffords also went to France in 1914, the former particularly distinguishing themselves at the first Battle of Ypres, and at the capture of Metz on the opening day of the Battle of the Somme in 1916. They were later transferred to the Italian front. The 1st North Staffords spent the whole war in France and Flanders, their finest efforts being perhaps in the opening attack of the Third Battle of Ypres in 1917 and their stand against overwhelming odds in the big German offensive on 21 March 1918. At one stage of the Battle of the Somme, both 1st Battalions fought alongside each other to hold Delville Wood, then the most forward part of the whole British line.

The 2nd North Staffords was retained in India to defend the North West Frontier, where they saw some fighting in 1915.

The first line Territorial Battalions formed parts of the 46th (North Midland) Division, the first territorial formation to go to France in 1915, and their great day came in September 1918 when they crossed the St Quentin Canal to smash through the strongest sector of the Hindenburg Line. The second line Territorial Battalions helped to suppress the 1916 rebellion in Dublin before going to France.

Both 4th Battalions and seven wartime battalions of the two Regiments also served on the Western Front. One of them, the 7th South Staffords, previously fought at Gallipoli, while the 9th South Staffords went on to Italy.

The 7th North Staffords fought at Gallipoli and then in Mesopotamia finished the war defending Baku in the Caucasus against the Turks.

Seven members of the Regiment were awarded the VC.

- Captain J. F. Vallentin, 1st South Staffords – 7 November 1914 – Ypres
- Captain A. F. G. Kilby MC, 2nd South Staffords – 25 September 1915 – Loos
- Lieutenant Colonel E. E. D. Henderson, North Staffords (Commanding 9th Royal Warwicks) – 25 Jan 1917 – Mesopotamia
- Private T. Barratt, 7th South Staffords – 27 July 1917 – Ypres
- Sergeant J. Carmichael, 9th North Staffords – 8 September 1917 – Ypres
- Lance Corporal J. Thomas, 2/5th North Staffords – 30 November 1917 – Cambrai
- Lance Corporal W. H. Coltman DCM, MM, 1st/6th North Staffords – 5 October 1918 – Sequehart (France)

Between the wars

In 1919, the Afghans launched an attack on India and the 2nd North Staffords played their part in driving them back.

The 2nd South Staffords and the 1st and 2nd North Staffords were all involved in the troubles in Ireland which preceded the establishment of the Free State.

The 1st North Staffords then went to Thrace, where they were engaged in keeping the Greeks and the Turks apart.

The 2nd South Staffords saw service against the Arab rebels in Palestine in 1929, while the 2nd North Staffords and 1st South Staffords were engaged in the more serious rebellions of the 1930s.

The 2nd South Staffords and 1st North Staffords were involved at various times in dealing with communal riots in India.

World War II

The South Staffords raised 11 extra battalions and the North Staffords six during the war, but it was only the Regular and Territorial battalions which actually saw action, some of the others being training units and a number being converted to other arms of the Service.

The 2nd North Staffords formed part of the original expeditionary force to France and fought with distinction during the retirement to Dunkirk. Later they served with the 1st Army in the North African campaign and then took part in the landings at Anzio in Italy, subsequently pushing on to the north of Florence.

The 1st South Staffords initially served in Egypt against the Italians, but were then transferred to India and formed part of the Chindit force which flew into Burma in 1944, taking part in the defence of the Henu (White City) block and the subsequent capture of Mogaung. Lieutenant G. A. Cairns was posthumously awarded the Victoria Cross for his gallantry at White City on 13 March 1944.

The 2nd South Staffords returned from India during the 'invasion scare' and were then converted into an air landing battalion of the 1st Airborne Division. They took part in the Sicily landings, served briefly in Italy, and their final operation was the Battle of Arnhem, where they earned the distinction of being the only British battalion to gain two Victoria Crosses in one battle in the course of the war; Major R. H. Cain and (posthumously) Lance Sergeant J. D. Baskeyfield.

The 1st North Staffords served in Burma in 1943 in the Arakan, but otherwise were employed mainly on internal security duties in India.

Of the Territorial battalions, the 1st/6th South Staffords were at Dunkirk, and five battalions saw action in the Normandy Campaign, with the 59th Staffordshire Division, having a share in the events leading up to the decisive victory at Falaise.

The Staffordshire Regiment



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Post-war

After the withdrawal from India in 1947, British Infantry Regiments were reduced to a single regular battalion and the two Staffordshire Regiments were grouped for drafting and cross-posting purposes into the Mercian Brigade, together with the Cheshires and Worcesters.

The South Staffords were sent to Hong Kong in 1949, when it was thought that the colony might be attacked by the Chinese. Later, after service in Germany and in the Canal Zone in Egypt, they were in Nicosia in Cyprus during much of the trouble on that island.

The North Staffords were in Palestine during the Jewish troubles and then moved to the Canal Zone in Egypt. Later, after a brief spell at home, they went to Trieste, which was then one of the flashpoints of Europe, before moving out to Korea, where they arrived just too late for the actual fighting. A spell in Hong Kong preceded a return to Germany where, at Minden on 31 January 1959, there took place the amalgamation with the South Staffords, who were at Luneburg only a few miles away.

After the amalgamation, the Regiment returned briefly to Lichfield and then went for a six-month tour to Kenya which, after another year at home, was followed by a further two years in Kenya. On that occasion they dealt very successfully with the mutiny in the Ugandan Army, and were the last British unit to serve in East Africa. This was followed by a four-year spell at Dover, during which they served as a detachment in British Honduras for 18 months. They then served for two years in Berlin. After a brief stay at home, they were sent to Bahrain and Sharjah in the Persian Gulf, where they had the melancholy task of hauling down the Union Jack for the last time. From the Persian Gulf, the Battalion returned to Dover.

In September 1972, they undertook a four-month tour in Armagh in Northern Ireland, and then, in October 1973, moved to Osnabruck in Germany. From there, they had a second Northern Ireland 'emergency' tour in Londonderry from July to November 1974, and a third in Belfast from April to August 1976.

The Battalion returned to Colchester in March 1977. However, in July, the greater part of the Battalion was flown out at short notice to reinforce the small permanent garrison in Belize, returning to Colchester in January 1978. In the meantime, those left at home were deployed for two months, during the fireman's strike, in East Anglia and the East Midlands. The Battalion then took part in exercises in Australia, Germany and, yet again, in Kenya.

In September 1979, the Battalion moved to Londonderry, this time for 16 months and accompanied by their families. A busy tour, marked by frequent changes to the Battalions' operational deployment, ended when they moved temporarily to Weeton in January 1981.

In July 1981, the Battalion and its families moved to Gibraltar for a two-year tour. The effects of the Falklands War and the Spanish elections, together with the reopening of the border with Spain, meant the Battalion was unable to train off the Rock and subsequently the tour was reduced to 20 months. The highlight of the time in Gibraltar was undoubtedly the role played by the Battalion in the Services Assisted Evacuation of British nationals from The Gambia, which was executed without casualties.

An early return to Colchester, in April 1983, allowed time for the presentation of new Colours in May by HM Lord Lieutenant for Staffordshire. This was quickly followed by a training deployment to Canada, designed to offset the loss of training deployments from Gibraltar. An operational tour in South Armagh took place from February to June 1984 and was followed by deployment to Germany in the autumn on Exercise Lionheart – the biggest post-war exercise undertaken by the British Army.

Early 1985 saw the Battalion deploy to Seattle, USA for training and on its return it received the new Saxon Wheeled Armoured Personnel Carrier (APC). By early summer, courses were commencing to convert the Battalion to the 432 Tracked APC.

The autumn was dominated by exercises; Exercise Brave Defender saw the Battalion deployed to Northern Scotland to defend key points and this was followed by Exercise Purple Warrior when the Battalion played enemy to 5 Airborne Brigade at Otterburn in a Services Protected Evacuation Exercise.

In January 1987, the Battalion deployed to Fallingbostal, West Germany as part of 7 Armoured Brigade. During the first three years of its tour, it repeatedly trained at BATUS (British Army Training Unit Suffield) in Alberta, Canada. By late 1988 it had re-equipped as an Armoured Infantry Battalion manning the new Warrior Armoured Fighting Vehicle.

In April 1988, the 3rd (Volunteer) Battalion of the Staffordshire Regiment was formed from the 1 Mercian Volunteers who were disbanded. They therefore are the direct descendant of the old 5 South and 5 North Territorial Army battalions who were disbanded in the 1960s, to form the Mercian Volunteers.

On 21 April 1989, Her Majesty The Queen appointed her second son, His Royal Highness The Duke of York, as Colonel in Chief of the Regiment; a particular distinction as, apart from being the first Colonel in Chief of the Regiment or its predecessors, he is a naval aviator with combat experience. His first official function within the Regiment was a visit to the 1st Battalion in Fallingbommel on 10 July 1989.

**Freedom of the District
The Mercian Regiment**

Options for Celebratory Event

	OPTION A	OPTION B	OPTION C
	Small Ceremony Max 120 people	Max of 150 people	Large Ceremony Max 400
	Invitees:- <ul style="list-style-type: none"> • Chairman of the Council & Consort (x2) • Vice Chairman & Consort (x2) • Elected Members (not inc. guest)(x39) • Chief Executive (x1) • Corporate Director (x1) • (Head of Regiment and/or representative and some regimental officers) 	Invitees:- <ul style="list-style-type: none"> • Chairman of the Council & Consort (x2) • Vice Chairman & Consort (x2) • Elected Members (not inc. guest)(x39) • Chief Executive (x1) • Corporate Director (x1) • Civic Dignitaries (to inc. Neighbouring Authorities, Parish & Town Councils) (x44) • Lord Lieutenant (x2) • High Sheriff (x2) • Member of Parliament (x2) • (Head of Regiment and/or representative and some regimental officers) (x55) • Vicar hosting ceremony(x2) 	Invitees: <ul style="list-style-type: none"> • Chairman of the Council & Consort (x2) • Vice Chairman & Consort (x2) • Elected members (inc. guest) (x78) • Chief Executive (x2) • Corporate Director (x2) • Civic Dignitaries (to inc. Neighbouring Authorities, Parish & Town Councils)(x44) • Lord Lieutenant (x2) • High Sheriff (x2) • Member of Parliament (x2) • (Head of Regiment) • Regimental Officers (tbc) • Marching Band (x50) • Vicar hosting ceremony(x2) • Partner Representatives (x20) • Standard Bearers (x 10)
March			
Road Closure Order (An application has to be submitted at least 1 calendar month prior to the event taking place)	£117	£117	£117
Design /Print/Marketing			
Invitations and all associated stationary	£200	£250	£800
Outdoor promotional banners x3 (5ft x 2ft)	£50	£50	£50
Promotional posters	£35	£35	£35
Social Media	Free *Officer Time	Free *Officer Time	Free *Officer Time
Press	Free	Free	Free

	*Officer Time	*Officer Time	*Officer Time
Reception			
Venue	Bar end of the ballroom N/A	Ballroom N/A	Chase Leisure Centre, Sports Hall £1,100
Finger Buffet £21.50 per head inclusive of	£2,580	£3,335	£8,600
Table Wine	£224	£ 272	£1,600
Drinks/Refreshments	Bar facility (pay for own)	Bar facility (pay for own)	Provision of bar facility (pay for own) £100
Table & Chair Hire	N/A	N/A	£2,084
Licence to serve/sell Alcohol - An application must be made at least 10 working days in advance of the date of the event	N/A	N/A	£21
Entertainment	N/A	£500	£800
Table decorations	£240	£360	£1,000
Total Cost			
	£3,446	£4,919	£16,307

**All prices included in the table above are approximate and cannot be determined exactly until numbers of attendees are confirmed.*