



RAUNDS TOWN COUNCIL

Council Offices, The Hall, Raunds, Wellingborough, Northampton. NN9 6LT
Telephone: (01933) 622 087, Fax: (01933) 622 622
E-mail:- info@raunds-tc.gov.uk, Website: www.raunds-tc.gov.uk

Flag Flying Policy

Town Flag

This policy should be read in conjunction with the Town Council protocol for marking the death of a senior national figure or local holder of high office. The protocol shall always take precedence.

The Town Flag shall be flown from the town flagpole, at full mast, at all times unless:

a) The Union flag should be flown as detailed below:

The Union flag will be flown to mark the following occasions:

- 6 February Her Majesty's Accession
- 21 April Birthday of Her Majesty
- 2 June Coronation Day
- 2nd Saturday in June Official celebration of Her Majesty's Birthday
- 2nd Sunday November Remembrance Sunday
- 11 November Remembrance Day (if different)
- 20 November Her Majesty's Wedding Day

The flying of the Union Flag shall take precedence over all other flags.

b) Or to mark a specific occasion with the appropriate flag:

- The Cross of St. George should be flown on the 23rd April
- The Commonwealth Flag shall be flown on Commonwealth Day, normally the second Monday in March
- The Armed Forces Day Flag should be flown on the last Saturday in June.
- The Red Ensign shall be flown on the 3rd September
- The RAF flag shall be flown on Battle of Britain Day on the 15th September.

c) Or The Town Flag should be flown at half-mast

The Town Flag shall be flown half-mast in the following circumstances:

- On the death of present or former Town Councillors.
- On the death of present or former District or County Councillors representing the town.
- On any other occasion where a simple majority of the Members of the Council agree and where this has been first indicated to the Clerk.

The period the Town Flag will fly half-mast shall be:

- For past or present councillors: a period of seven days or until the day following the funeral (whichever period is the sooner).
- On any other occasion: for a number of days not exceeding seven, determined by a simple majority of Members of the Council.

However, the period of flying shall be reduced where the period coincides with the flying of the Union Flag (see below).

d) Or The flag may sustain damage (storm, Christmas Tree etc).

Notes to the policy:

1. Half-mast means the flag is flown two-thirds of the way up the flagpole with at least the height of the flag between the top of the flag and the top of the flagpole.

2. The Union Flag must be flown the correct way up. This is with the wider diagonal white stripe above the red diagonal stripe in the half nearest to the flagpole. The wider diagonal white stripe should be above the red diagonal stripe at the top left hand side of the Flag nearest the flagpole.

3. It is unlawful to fly or use a flag of the arms of any local authority save on sites or premises occupied by that authority.

Re-Written & Adopted: November 2014.
Reviewed April 2016
Reviewed and amended September 2020
To be reviewed biennially