

Report No.3

Report to Meeting of Malmesbury Town Council 27th January 2015

Royal Garden Party

1. Purpose of report

- 1.1 To select a long serving councillor to be put forward to Wiltshire Association of Local Councils for inclusion in the draw for an invitation to the Royal Garden Party.

2. Background

- 2.1 The Lord Chamberlain's office has extended to Wiltshire Association of Local Councils (WALC) a limited number of invitations to attend a Royal Garden Party at Buckingham Palace on Thursday 28th May 2015.
- 2.2 The invitations are limited in number and WALC has invited local councils to put forward the name of a long serving councillor to be included in the draw for an invitation.

3. Proposals

- 3.1 The Lord Chamberlain's office has set certain criteria for those invited to attend a Royal Garden Party and these are as follows:
 - 3.1.1 The invitation is to be regarded as a recognition of past service and is therefore more appropriate for outgoing and/or long serving councillors rather than those newly elected.
 - 3.1.2 All details submitted about individuals must be correct
 - 3.1.3 Nominated guests must be accompanied.
 - 3.1.4 No person under the age of 18 years may be nominated as a guest or to accompany a guest.
 - 3.1.5 All names and addresses must reflect each guests' form of identification they will be instructed to bring with them e.g. a passport or driving licence.
 - 3.1.6 All nominated guests must be British or European Union citizens although their companions may be of other nationalities.
 - 3.1.7 All guests, nominated or accompanying must be resident in the United Kingdom.
- 3.2 Those who accompany a nominated guest must be identified as either spouse, partner, father, mother, son or daughter between ages 18 to 25 years, son or daughter over 25 years, relationship other than those listed or a companion.

- 3.3 The nomination must be received by WALC with the relevant application form by the 2nd February 2015.
- 3.4 Successful nominees will be notified as soon as possible.

- 4. Financial considerations
- 4.1 There are no financial consideration for the Town Council.

- 5. Recommendation
- 5.1 The Town Council is invited to consider nominating a long serving councillor to be put forward for the draw for an invitation to the Royal Garden Party to be held on 28th May 2015.

J Penfold
Town Clerk
19.01.2015