

Death of member of Royal Household – Timescale of events / actions

| Day & Event | Actions |
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| Day 1 Death of Sovereign / senior member of the Royal Family is announced. | <ul style="list-style-type: none"> • Union Flag outside Nicholls Hall to be lowered to Half Mast • Website to be updated with temporary front page of Council's respects • Councillor to begin discussions with local church officials re service • Consideration to be given to cancelling organised Council events • Place for parishioners to leave flowers to be organised |
| Day 2 Proclamation Day | <ul style="list-style-type: none"> • Following the death of the Sovereign, Union flag outside Nicholls Hall to be raised to Full Mast at 11:00, returned to Half Mast at 13:30 or when mayoral proclamation has been made in Tavistock |
| Day 3 to day before funeral Mourning period continues | <ul style="list-style-type: none"> • Website to be updated with announcements from regional & national sources & news / updates on scheduled events. • Council to organise collection of entries for inclusion in the regional Book of Condolence from those parishioners unable to enter their respects online or visit regional offices. |
| Day of funeral | <ul style="list-style-type: none"> • 2 minute silence to be observed at 11:00 • Venue for local mourners to gather to watch the ceremony (if demand is shown to exist & no other has already been organised). |
| Day after the funeral | <ul style="list-style-type: none"> • Union Flag to be returned to Full Mast • Temporary Website page of Condolence to be removed • Any Book of Condolence entries collected should be forwarded to WDBC for inclusion in their book before being forwarded to the Royal Household. • Decision to be taken on when to remove floral tributes. |