



ANDOVER TOWN COUNCIL

VE DAY WW2 WORKING GROUP

Terms of reference

The VE Day 2025 Working Group will develop a plan for Andover Town Council to deliver an event to celebrate VE Day for 8 May 2025, **working with appropriate external partners.**

The VE Day 2025 Working Group is sponsored by the Community and Events Committee and will make recommendations to the Community and Events Committee by 30 January 2025.

The VE Day 2025 Working Group will operate in accordance with Andover Town Council's Working Group Protocol and nominate an Andover Councillor as Chair.

Membership is set out as follows:

	Name	Signature	Date
Chair			
Councillors	Mark Farren Katherine Bird John Cockaday Steve Hardstaff Ted Reynolds Joe Hughes		
Non - Councillor	James Stevens		
Officer	Nikki Barber		

**** Officers will only be required for administrative purposes and will not be required to attend all the WG meetings**

<p>For reference – to be removed once TOR approved.</p> <p>CE 055/11/24 Members received an update from the WWII Working Group. Members reviewed the Working Group Terms of Reference and suggested the following additions were made and brought to a future Community and Events Committee meeting for approval:</p> <ul style="list-style-type: none"> • To work with appropriate external partners to produce the events • To review the Working Group Protocol to define Officers' roles for Working Groups. <p>The Working Group will report to the next Community and Events Committee meeting on 30th January 2025, with dates for meetings and an outline of what the Working Group wished to achieve.</p> <p>Changes to the TOR are highlighted.</p>
