



SARRATT PARISH COUNCIL POLICIES AND PROCEDURES: FLAG FLYING

Flags are traditionally flown by Parish Councils for a variety of reasons: to show allegiance, support, respect or to celebrate. Flags are also symbols that can be open to interpretation and have the potential to create tension between community groups whose opinions may differ. Sarratt Parish Council will always be sensitive to the views of all parts of its community and will never use flags for political purposes. Flags are also treated as advertisements for the purposes of the Planning Regime and, as a result, some require formal consent.

Sarratt Parish Council's Flag Flying Policy relates to the Parish Council owned Flagpole situated on the Sarratt Green next to the War Memorial.

The following sets out its Flag Flying Policy which, where possible, is based on Government guidance.

Standard Conditions

All flags must:

- Be maintained in a condition that does not impair the overall visual appearance of the site
- Be kept in a safe condition
- Have the permission of the owner of the site on which they are displayed (this includes the Highway Authority if the sign is to be placed on highway land)
- Not obscure, or hinder the interpretation of official road, rail, waterway or aircraft signs, or otherwise make hazardous the use of these types of transport
- Be removed carefully where so required by the planning authority.

Flag Categories

There are three categories of flag:

1. Flags which can be flown without consent of the local planning authority
2. Flags which do not need consent provided they comply with further restrictions
3. Flags which require consent

Sarratt Parish Council will generally only fly flags that can be flown without the consent of the local planning authority. The full list of flags that do not require consent is as follows:

1. Any country's national flag, civil ensign or civil air ensign
2. The flag of the Commonwealth, the European Union, the United Nations or any other international organisation of which the United Kingdom is a member
3. A flag of any island, county, district, borough, burgh, parish, city, town or village within the United Kingdom
4. The flag of the Black Country, East Anglia, Wessex, any Part of Lincolnshire, any Riding of Yorkshire, or any historic county within the United Kingdom
5. The flag of Saint George

6. The flag of St. Andrew
7. The flag of Saint David
8. The flag of Saint Patrick
9. The flag of any administrative area within any country outside the United Kingdom
10. Any flag of His Majesty's forces
11. The Armed Forces Day flag

Sarratt Parish Council may also on occasion fly other flags, marking important historic and cultural events and movements, may be flown with the prior permission of the Council.

It is the policy of Sarratt Parish Council not to fly any party political flags.

The Union Flag

There is no Flag Act in UK law and the Union Flag is the national flag by long established custom and practice, rather than by statute. The Union Flag, in accordance with guidance from the Department for Culture, Media and Sport (DCMS), may be flown on the following days of national significance:

- March (2nd Monday) - Commonwealth Day
- 9th April - Wedding Day Anniversary of HM the King
- 23rd April - St George's Day
- 6th May - Coronation Day of HM the King
- June (3rd Saturday) - Official Celebration of HM the King's Birthday
- 21st June - Birthday of the Prince of Wales
- 17th July - Birthday of the Queen Consort
- 8th September - Accession of HM the King.
- November (2nd Sunday) - Remembrance Sunday
- 11th November - Armistice Day
- 14th November - Birthday of HM the King

The correct way up for the Union Flag when flying is with the broader diagonal white stripe at the top left hand side of the flag nearest the flagpole.



Sarratt Parish Council has discretion to fly the Union Flag at other times:

- To celebrate and support sporting events of significance
- In recognition of a royal visit in consultation with the Lord Lieutenant of Hertfordshire
- In recognition of a formal visit by another significant dignitary
- To mark a special or significant event in the Parish
- Formal Civic occasions

Guest Flags

Flags that are not specifically included in the above Flag Policy will not be flown without the prior approval of Sarratt Parish Council. Any application for the flying of a guest flag should be made in writing to Sarratt Parish Council, who will consider any request for the flying of a guest flag as long as it does not contradict the principles of this Policy. Requests for the flying of guest flags may be granted provided:

1. They are made in the spirit of displaying universal allegiance, support or respect or are to celebrate an international, national or local occasion
2. It is appropriate for Sarratt Parish Council to display support on behalf of its community
3. Flags are not used for the purposing of commercial advertising
4. There are no conflicts with other flags or Guest Flag requests

The Union Flag at Half Mast

Half-mast means the flag is flown two-thirds up between the top and bottom of the flag staff. When raising the flag, it should always be hoisted right up to the top and then lowered back down to half-mast. Likewise, before it is lowered at sunset, it should first be hoisted right up to the top, and then lowered back down.

Sarratt Parish Council reserves the right to fly the Union Flag at half-mast on the following occasions:

1. From the announcement of the death of The Sovereign, except on Proclamation Day, when they are flown at full mast from 11am until sunset
2. The funeral of members of the Royal Family, subject to special commands from HM the King in each case
3. The funeral of foreign rulers, subject to special commands from HM the King in each case
4. The funeral of members of Prime Ministers and ex-Prime Ministers of the United Kingdom, subject to special commands from HM the King in each case
5. Any other occasions where the Sovereign has given a special command
6. To mark the funeral of a Parishioner, when a request is made, in advance, to Sarratt Parish Council

Raising & Lowering of Flags

Only trained persons will raise or lower the flags, and they will be advised by the Parish Clerk when the flag is to be raised and lowered (dates and times), and which flag is required.

The Proper Disposal of Flags

When a flag becomes tattered or faded and is no longer in a suitable condition for use, it should be destroyed in a dignified way, for example by burning, tearing or cutting into strips that no longer resemble the original flag.

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