**This Document was adopted by Great Oxendon Parish Council at the meeting held on 12th October 2026. Next review October 2028**

# Great Oxendon Parish Council

## Flag Flying Policy

The Council owns a flagpole attached to the village hall in Great Oxendon. The Council may at any time and at its discretion decide on the use of the flagpole and the flag it flies within the constraint of this policy.

### Flag Master and Deputy Flag Master

At the Annual Meeting of the Parish Council, a volunteer Flag Master and Deputy Flag Master will be appointed.

The primary duty of the Flag Master will be to oversee the safe operation of the flagpole (including proper maintenance), to fly flags accordingly, to manage the quality and condition of the flags and to liaise with Parish residents and bring any issues concerning the flags to the Chairman and Council. Flags will be kept at the home of the Flag Master (or Deputy Flag Master).

In the absence of the Flag Master, the Deputy Flag Master will carry out these duties.

### The Union Flag

The Union Flag is the national flag of Great Britain, symbolising national unity and pride. There are designated days when the Union Flag must be flown on UK Government buildings, as commanded by His Majesty the King. These can be found here https://www.gov.uk/guidance/designated-days-for-union-flag-flying#designated-days-for-flying-the-union-flag-on-uk-government-buildings-2023

If two flags are being flown, the Union Flag must always be flown in superior position.

The Union Flag has a correct way up and it is improper to fly upside down. The part of the flag nearest and at the top of the flagpole must have the wider diagonal stripe above the red diagonal stripe.

### Flying at Half-Mast

On the official announcement of the death of the Monarch, the Union Flag must be flown at half-mast until the day of the funeral. All other flags should be taken down during the time of national mourning.

On other occasions the Monarch may give a special command for flags to be flown at half-mast. Examples of this are:

- the death of a member or near relative of the Royal Family or the funeral of members of the Royal Family
- the funerals of foreign Rulers
- the funerals of Prime Ministers and ex-Prime Ministers of the United Kingdom
- the funerals of First Ministers and ex-First Ministers of Scotland, Wales and Northern Ireland (unless otherwise commanded by the Sovereign, this only applies to flags in their respective countries)

- any other occasions as commanded

Local government authorities are permitted to fly the Union Flag at half-mast for local as well as national commemorations or losses.

For flags to be at half mast, they should be flown two-thirds of the way up the flagpole, with a space that is at least the height of the flag between the top of the flag and the top of the flagpole. If the Union Flag is at half mast, others must also be at half-mast or taken down.

**Planning Consent**

Flags are treated as advertisements for the purposes of the planning regime and some require formal consent from the local planning authority, whereas others do not.

**Flags that do not need Planning Consent**

- Any country's national flag, civil ensign, or civil air ensign
- The flag of the Commonwealth, the European Union, the United Nations or any other international organisation of which the United Kingdom is a member.
- A flag of any island, county, district, borough, burgh, parish, city, town or village within the United Kingdom
- 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
- The flag of Saint David
- The flag of Saint Patrick
- The flag of any administrative area within any country outside the United Kingdom
- Any flag of His Majesty's forces
- The Armed Forces Day flag

Flags may only be hoisted by persons authorised by the Council.

All flag-flying will comply with the national rules and regulations in force, without exception.

This policy will be reviewed on an annual basis.

Version 1