



LEWES BRANCH ROYAL ARTILLERY ASSOCIATION



Lewes Remembrance Parade 2023

The Programme for Lewes Remembrance Parade on Sunday 12th November 2023 is detailed below.

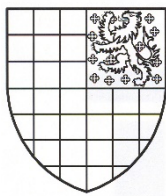
Would Members please let Mark Harding know if they will be attending the Parade either Marching or just Attending the Parade?

Would any Member wishing to Volunteer to Lay Our Wreath of Remembrance also please let Mark know soonest?

Lewes Branch RAA will be retiring to St Marys' Supporters Club after the Parade where Carly Boxall has kindly arranged a buffet for all. Please let Mark know soonest of attendance to enable him to provide Carly with numbers.

SP from 43 Battery (Lloyds Company) RA will also be joining us. They are providing 9 x SP for our Parade which includes 4 x Sentinels and also includes a Local Lewes Soldier. This will be a great opportunity to meet Bty Members and provide our thanks for their continuous support.

President: Peter Godding
Chairman: Michael Hobden
Secretary: Mark Harding
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REMEMBRANCE DAY PARADE AND SERVICE IN LEWES

SUNDAY 12TH NOVEMBER 2023 P R O C E D U R E

1. **General arrangements and marshalling of contingents in procession etc.**

N.B. Dress for those attending: lounge suit or jacket and trousers. For Service and Ex-Service personnel in order to comply with Queen's dress regulations permission must be obtained from the C.O. of the relevant unit if you intend to wear uniform.

These will be under the overall control of the Parade Marshall.

2. **ASSEMBLY** - 2.15 pm in White Lion Lane Car Park, in readiness to march off at 2.30 pm.

3. **MEDALS** - It is hoped that all entitled to wear medals will do so.

4. **ORDER OF MARCH** – Ex-Service personnel, unless committed to other contingents, will form up behind the Ex-Service Standards and become the 'Royal British Legion' (RBL) contingent. Adults of other organisations such as Police, Prison Service, etc., will form up behind the RBL contingent subject to any variation considered necessary by the Parade Commander. Armed Service Cadet Units will form up with Naval Cadets first followed by Army Cadets, then Air Cadets. Other Cadet Units will take up the rear.

Four sentries will march to the Memorial to take up positions as detailed by their Unit Commander.

Marchers will be formed up in Column of Route.

5. **DEPARTURE AND ROUTE** - At 2.30 pm the Column will march off to High Street and down to the War Memorial, to arrive at 2.35 pm approximately. As the Column approaches the Law Courts the band will incline right to take up position at the top of Station Street and continue playing until the main Parade reaches its position at the War Memorial. When all wreaths have been laid, the band will then advance towards the War Memorial and counter march, halt and about turn to face the memorial. (see Para. 8 vi)

6. **POSITIONING AT WAR MEMORIAL** -

- i) On arrival at the Memorial the Parade will proceed to the right of it and wheel in an anti-clockwise direction to circle the Memorial. The leading unit will guide the Column to a point where 'BYO' adjoins 'Closet & Botts' before commencing the wheel, this is to allow space at the School Hill side of the Memorial for the Mayoral Party.
- ii) When the head of the Column reaches a point opposite the western end of Barclays Bank, units will be halted by respective Unit Commanders and each unit turned to its left, to face the Memorial.
- iii) When all units are in position the Parade Commander will order "**WITHOUT INTERVALS RIGHT DRESS**" (shoulder to shoulder). When all still "**EYES FRONT**".

- iv) Standard Bearers will be marched out to form a single line in front of the Parade by the Memorial Marshall or the Deputy Parade Commander.
 - v) Sentries will be posted at Memorial with Arms reversed.
 - vi) The Parade Commander will then order “**STAND AT EASE**”.
 - vii) When Mayoral Party leave the Town Hall, Parade Commander will call the Parade to “**ATTENTION**”. Band will play David of the White Rock as the Mayoral Party takes its place.
7. **MAYORAL PARTY** - Robed and led in single file by the Mace Bearer, Mayor, Deputy Mayor and Town Clerk, the Party will leave the Town Hall about 2.40 pm, (or as soon as the parade is fully positioned), pass round the further (right hand) side of the Memorial, halt when en bloc across School Hill and turn left to face it leaving spaces for Wreath Bearers to reach the Memorial for the laying of wreaths.
8. **CEREMONY AT THE WAR MEMORIAL -**
- i) The Parade Commander will order “**STAND AT EASE**”.
 - ii) The Chaplain nominated by the Royal British Legion, Lewes, for the occasion will read the Royal British Legion **EXHORTATION**, followed by the Kohima Epitaph, the Lord’s Prayer and Grace.
 - iii) The Parade Commander will call the parade to “**ATTENTION**”.
 - iv) The Memorial Marshall will step forward and read out the wreath laying order.
 - v) The Mayor will step forward, lay a wreath at foot of Memorial, then step back one pace, remove his / her hat, stand a moment or so in silence, bow, and return followed by other dignitaries in the mayoral party. Other Wreath Bearers will step forward and lay their wreaths at the foot of the War Memorial and step back one pace. If in uniform, they will then stand to attention, salute, about turn smartly and return to their places. Other personnel will follow their own appropriate routine, and then go back to their places. Band will play Nimrod during the wreath laying.
 - vi) A Trumpeter from the band will have positioned him / herself in sight of the Parade Commander and, when indicated by the Parade Commander, sound **LAST POST** as signal for silence.
 - vii) At the first notes of Last Post Standard Bearers will slowly dip standards. Officers will salute.
 - viii) Standards will remain dipped, and the salute will be held. At the conclusion of **LAST POST** all will stand silent for **TWO MINUTES**. Those saluting return to “**ATTENTION**”.
 - ix) On the pre-arranged signal from the Parade Commander at the end of the two minutes, trumpeter will then sound **REVEILLE**.
 - x) On the first notes of this, Standard Bearers will raise the standards again.
 - xi) The Mace Bearer will then lead the Mayoral Party in a “U” turn in single file back into the vestibule of the Town Hall, from which the Mayor will take up his / her position on a stand just outside the entrance, flanked by the Mace Bearer on the right and with the Town Clerk on his / her left, and other distinguished guests and Councillors on either side.
 - xii) The Memorial Marshall will march the Standard Bearers back into the ranks.

9. MARCH PAST THE TOWN HALL -

- i) Band will turn and take up position for March Past as soon as the Mayor and Councillors have taken up positions as in 8. xi above. The Parade Commander will order **“PARADE WILL MARCH PAST IN COLUMN OF ROUTE – PARADE RIGHT TURN”**. The Parade Commander will take up his position at the head of the Column and give the order **“PARADE WILL MARCH PAST IN COLUMN OF ROUTE BY THE LEFT, QUICK MARCH”**. As the parade steps off, the band will strike up.
- ii) The Mayor will take the salute (unless the Lord Lieutenant or DL of East Sussex is present, in which case he / she will take the salute). **“EYES RIGHT”** will be ordered by Unit Commanders as they approach the saluting dais. The Mayor and male Councillors will remove their hats. **“EYES FRONT”** will be ordered when each Unit has passed the saluting dais. The Mayor and all male Councillors will don their hats once the parade has passed.
- iii) The parade will then continue down the High Street turning back into Westgate Street. As all the parade enters Westgate Street the band will cease to play as it passes the YMCA steps. The Parade Commander will give the order **“PARADE HALT” “PARADE WILL ADVANCE RIGHT TURN”**. The Parade Commander will then give the order **“PARADE FALL OUT”**.

Anyone who then wishes to attend the church service should make their way to St Michael's Church in the High Street in advance of the Mayoral party arriving.

10. MAYORAL PARTY - TRAVEL TO THE CHURCH AND ARRANGEMENTS ON ARRIVAL -

- i) At the conclusion of the March Past the Mayoral Party will remain at the Town Hall for 4 minutes or so to allow the marching Column to pass and those wishing to attend the church service get settled.
- ii) The Party will then proceed to the church and wait outside the Church at the entrance gate until the whole party has assembled.
- iii) When the Mayoral party has arrived, it will enter the Church, in the order already described (para.7). It will be met by the Rector (Reverend Ben Brown). The congregation will be invited to stand, by a sidesman.

The Church Wardens will escort the Mayor's Party to their seats and then return to the back of the Church. The Mayor's Party and the congregation will remain standing.

- iv) The Choir and Rector will proceed to the Chancel.
- v) The Church Wardens will then go outside the Church and direct the Standard Bearers up the aisle to the Sanctuary where they will present their banners to the Rector and then return to the seats reserved for them.

11. THE SERVICE -

- i) The Rector will then conduct the service in accordance with arrangements by him.
- ii) During the last hymn the Standard Bearers will proceed to the Chancel **IN THE REVERSE ORDER AS AT THE BEGINNING OF THE SERVICE** where the Rector will hand back their standards.

As each Standard Bearer receives his / her standard they will leave the Chancel and take up a position indicated by the Leading Standard Bearer to fall in either on his / her right or left to form a line across the Church in front of the pews.

Please keep proper intervals between Standard Bearers and allow room for those who follow you to receive their standards and then to pass you if it is desired to face the front in order of seniority at the end of the service.

- iii) The National Anthem will then be sung. The Standard Bearers will dip their standards.
 - iv) Immediately after the Blessing has been given by the Rector, about turn, and proceed down the centre aisle, through the main doors, and form up in two lines, outside the Church, ready for the Mayoral Party to pass by.
12. **AT THE CONCLUSION OF THE SERVICE** - The Choir will lead the Clergy to the back of the Church. They will be followed by the Rector.

The Church Wardens will then conduct the Mayoral Party, preceded by the Mace Bearer, in single file down the aisle in the customary order (para. 7). The Mayoral Party will return to the Town Hall to disrobe.

Units remain standing until the procession has left the Church and then disperse.