



BARTON UPON HUMBER TOWN COUNCIL

FLAG POLE POLICY

Date policy agreed	2 nd March 2026
Date of next review	March 2028
Electronic signature (Mayor)	Ben Troop

SUMMARY

Barton Upon Humber Town Council's flagpole is located on the High Street, Barton Upon Humber and only one flag may be flown at a time.

Barton Town Council formally state that no flags may be flown on equipment owned or maintained by the Town Council without written permission from the council.

This includes the brackets used for Christmas lights on King Street and George Street, which may belong to the building owners but are maintained by Barton Town Council, This also applies to the brackets on High Street that were installed by Barton Town Council in the 1990's and continue to be maintained by the Town Council.

STANDARD CONDITIONS

All Council-owned flags will be:

- Maintained in a condition that does not impair the overall visual appearance of the site;
- Kept in a safe condition at the council office
- Have the permission of the owner of the site on which they are displayed
- Not obscure or hinder the interpretation of official signage
- Removed carefully.

UNION FLAG

The Union Flag may be flown on designated national days, civic occasions, or at half-mast for periods of mourning.

GUEST FLAGS

- ❖ Cross of St George Flag - Hoisted from the Friday before St George's Day (23rd April), to cover the Sunday of any St Georges Parades, and is flown for one week following St George's Day
- ❖ Royal Standard Flag - In the event of a royal visit the appropriate Royal Standard may be flown.
- ❖ Armed Forces Day Flag - To be flown during **Armed Forces Week**, culminating on Armed Forces Day itself, which is the last Saturday of June. The flag is typically raised on the preceding Monday to mark the start of the week-long celebrations

- ❖ Humberside Police Flag - To be flown subject to approval of the Town Clerk, Mayor and Deputy Mayor by majority vote.
- ❖ Rainbow Flag – To be flown every year in support of Pride Movement and to demonstrate the council’s commitment to equality and the inclusion of all its citizens.
- ❖ Commonwealth Flag - To be flown from the second Monday in March for one week.

OTHER GUEST FLAGS

Applications to fly guest flags shall normally be considered by the Town Council, however, when this is not possible due to the timing of the application resulting in no time for the Council to consider the application, the Town Clerk, Mayor and Deputy Mayor will have the devolved decision making if to grant the request by way of majority vote.

UNION FLAG FLYING AT HALF MAST

- ❖ From the announcement of the death, up to the funeral of the sovereign, except on Proclamation Day when they are hoisted at full mast from 11am to sunset.
- ❖ The funerals of members of the Royal Family, subject to Royal Command in each case.
- ❖ The funerals of foreign rulers, subject to Royal command in each case.
- ❖ The funerals of prime ministers and ex-prime ministers of the United Kingdom.
- ❖ On other occasions by Royal Command.
- ❖ Local Government Bodies are permitted to fly the Union Flag at half-mast to mark local as well as national commemorations or losses.

TOWN FLAG OR UNION FLAG FLYING AT HALF MAST

- ❖ From the announcement of the death and for one week or to the day of the funeral of a serving Town Councillor.
- ❖ From the announcement of the death and for one week or to the day of the funeral of a former Mayor of the Town.
- ❖ On the day of the funeral of a serving councillor, former Mayor, past civic dignitary or serving member of staff.

LATE INSTALLATION - While we endeavour to meet all agreed-upon schedules, we cannot guarantee that flags will be in place by the stipulated date/time. No liability is accepted for any loss of promotional opportunity or inconvenience caused by delayed installation.

EARLY/LATE REMOVAL - We reserve the right to remove flags early for safety reasons (e.g., in the event of high winds) or due to regulatory requirements. Similarly, removal may be delayed due to unforeseen operational constraints