



GRAFHAM PARISH COUNCIL

Parish Clerk: Lisa Hazel
Chair: Mr I Gardener, 5 Haycraft Close, Grafham
Email clerk@grafhampc.org

Flag Flying Policy

Guidelines relating to the use of the village green flag / flag pole.

1. Only flags that fully conform with the “Plain English Guide to Flying Flags” issued by the Department for Communities and Local Government shall be flown.
2. Flags which do not need consent will be flown if agreed at a Parish Council meeting otherwise it will be the Union Jack.
3. All flag flying is subject to some standard conditions:
All flags must be:
 - be maintained in a condition that does not impair the overall visual appearance of the site.
 - be kept in a safe condition.
4. Should an individual or organisation wish a flag(s) associated with them to be flown / displayed on the Parish Council flag pole, a written application outlining full details of their flag(s) involved, the reason(s) behind their request and the period they wish their flag(s) to be flown / displayed for should be submitted to the Clerk to the Parish Council.
5. Any such request will be duly considered by the parish council at their next meeting, the parish council’s decision shall be final with no right of appeal by the applicant.
6. Any costs associated with the flying of flags for individuals and/or organisations shall be fully met by such individuals or organisations.
7. The flag shall only be flown at “Half Mast” to reflect significant national or local events, the decision as to whether the flag should be flown at half-mast shall be taken by the chairman (in his absence the vice-chairman) and two other councillors.

8. Following a decision being made to fly the flag at half-mast, the reasoning behind the decision shall be reported at the next parish council meeting.

9. The Clerk and Chairman will check the forecast daily wind speed and if the forecast daily wind speed is in excess of force 6 on the Beaufort scale, then the flag will be lowered.

10. No flag will be raised when the wind speed is likely to exceed force 6 on the Beaufort scale.

11. The base and flagpole will be inspected on a monthly basis for evidence of cracks on the base and hairline cracks in the pole. If such evidence is noted the flag will be lowered and the installer contacted immediately.

12. An annual maintenance inspection of the flagpole and base will be undertaken.

13. These guidelines will be reviewed every 3 years by the parish council

This policy was approved at the Parish Council meeting of 12th May 2026 and adopted with immediate effect.

Next review: May 2029