



ECCLESFIELD PARISH COUNCIL

Serving the Community since 1894

Draft Flag Protocol

When should flags be flown?

Union Flag

The Union Flag will be flown at full mast on every day at the Council Offices except when it used for another agreed purpose.

It must always be flown in accordance with guidance notes from the Flag Institute (see also [Flag Institute](#)). The Flag Institute is most commonly and widely used body by Government Departments and public bodies on flag flying in the UK.

Flags at Half Mast

The Union Flag will be flown at half-mast on the following occasions:

- The death of a member of the monarchy; subject to special commands from His Majesty;
- The funeral of a Prime Minister and ex-Prime Minister of the United Kingdom, subject to special commands from His Majesty in each case;
- By His Majesty's special command; or
- The funeral of a Chairman or ex-Chairman of Ecclesfield Parish Council.

Other Flags

Other flags will be flown in accordance with official policy and practice:

- On St George's Day, the Flag of St George should be flown.
- On Armed Forces Day, the Armed Forces Flag should be flown.
- On Yorkshire Day, the Yorkshire Flag should be flown.
- Remembrance in November; Royal British Legion Remembrance Flag should be flown from the Launch of the Poppy Appeal until after Armistice Day (Remembrance Day).
- The Rainbow Flag will be flown during the Sheffield Pride Weekend.

Requesting Other Flags

Flags not included in this Protocol shall not be flown without gaining prior approval from the Council.

Applications for the flying of other flags should be made in writing to the Council at least two weeks prior to the day it is requested that the flag should be flown.

The Council's Finance and Premises Committee will consider any request for the flying of another flag.

The Council shall not allow the use of flags for political purposes or for the purposes of commercial advertising.

Before approval to fly a guest flag is granted, it will be established whether the proposed date for the guest flag to be flown would conflict with that of other flags.

Approved by Council: XXXX XXXX

Review Date: XXXX XXXX