



## **MINDEN PARADE INSTRUCTION**

### **1. GENERAL**

The King's Own Scottish Borderers Association celebrates annually one of their most famous battle honours on the closest Saturday to the 1<sup>st</sup> August, with a parade, presentation of roses, march past and a social gathering at the Barracks Berwick upon Tweed.

For 2023, the Minden parade will take place on Saturday 29<sup>th</sup> July. This instruction forms the basis of the day.

As previously notified at the Regimental Council meeting 30 July 2022 and as discussed at the AGM on 27 Nov 2022, rising costs have made funding the parade a challenge. With that in mind and in accordance with members' wishes the following options will be implemented:

- There will be no marquee tent, saving the Association £2000. Instead, the buffet will be held in the Drill hall next to the Barracks, where we will have full use of proper inside toilets.
- We will have full use of the Fusiliers Association bar, and a second bar will be set up in the hall. The buffet will be setup in a side room.
- There will be no portaloos, saving a further £400.
- Northumberland CC will assist with a grant of £2000 to cover Traffic management costs, courtesy of Councillor Catherine Seymour.
- No member will have to pay.

All of the above have been granted by the Berwick Army Cadets, who assist us each year.

### **2. EXECUTION**

All Borderers are welcome to attend and, where possible, be members of the KOSB Association. The opportunity to sign up as a member will be available on the day.

Any non-members of the Association may wish to make a contribution to Association funds to help defray the costs of the day, especially roses and catering. A sum of £5 per head is suggested.

Comrades from other "Minden Regiments" are welcome by prior agreement from Association ExO.

To ensure we keep wastage to a minimum, Borderers are requested to inform RHQ of their attendance and any guests they are bringing by 10 July, by completing the att return.

All Borderers attending must assess their own health as to whether they can parade and march. For those with restricted mobility a parade area will be established in front of the clock where the Mayor will present roses to assembled Borderers.

### **3. FORMAT**

<b>SER</b>	<b>TIME</b>	<b>EVENT</b>	<b>ACTION</b>
n/a	0900-1000	REGIMENTAL COUNCIL MEETING	TRUSTEES, BRANCH SECS
n/a	1030	VIP ARRIVES	PRESIDENT/EXO
n/a	TFO	CIVIC PARTY ARRIVES	HOSTING BORDERERS
01	1130	BORDERERS FORM UP BEHIND CLOCK BLOCK OR OUTSIDE FRONT GATES ON GRASS IF WORKS HAVE STARTED	PDE WO
02	1145	OFFICERS FORM UP AT GD ROOM	EXO
03	1200	MARCH ON PIPES LEADING	PDE WO
04	TFO	OPEN ORDER/EYES FRONT	PDE WO
05	TFO	HANDOVER PDE	PDE WO/COMD
06	TFO	FALL IN THE OFFICERS	PDE COMD
07	TFO	PDE COMD REPORTS BORDERERS PRESENT TO PRESIDENT	PDE COMD
08	TFO	STAND AT EASE	PDE COMD
09	TFO	ROSE BEARERS IN POSITION	ACF DET COMD
10	TFO	MINDEN ADDRESS	PRES TO NOMINATE
11	TFO	ROSE PRESENTATION	PRESIDENT/VIP
12	TFO	PRESIDENTS SPEECH	PRESIDENT
13	TFO	HRH GREETINGS	PRESIDENT
14	TFO	PARADE TO ATTENTION, REQUEST PERMISSION TO MARCH OFF	PDE COMD
15	TFO	PARADE TURNS TO RIGHT, OFFICERS FORM UP AT HEAD OF PARADE	PDE COMD
16	TFO	PRESIDENT VIP AND CIVIC PARTY TO GUILDHALL	PRESIDENT
17	1230	MARCH OUT ROUTE CLOSED BY NCC, PARADE, WALKER GATE, MARY GATE, GUILDHALL, CHURCH STREET, PARADE	PDE COMD
18	TFO	MARCH PAST/SALUTE AT GUILDHALL	PRESIDENT/PDE COMD
19	TFO	PARADE HALTS AT BARRACK GATES	PDE COMD
20	TFO	FALLOUT THE OFFICERS	PDE COMD
21	TFO	BORDERERS FALL OUT/SOCIAL IN DRILL HALL	PDE COMD

### **4. COMBAT SERVICE SUPPORT**

**DRESS** All Borderers are to wear a Regimental tie as a minimum, full size medals and decorations should be worn as applicable. If available a Glengarry should be worn with highly polished cap badge. Cockfeathers are not to be worn. A suit or blazer and flannels should be worn, Borderers who still have their Trews are encouraged to wear them.

**EQUIPMENT** Borderers attending should ensure they have the necessary aids to support them through the day, walking sticks, mobility scooters (batteries charged) etc.

**MEDICAL** There will be a medical team on site to assist in medical emergencies and minor injuries. A hospital with full facilities is within 5 minutes' drive from the Barracks. Those Borderers on medication are to ensure they have enough for the day and consider the weather conditions with particular notice to heat and sunshine.

**RATIONS** A buffet will be provided after the parade and is free to Association members. The buffet will not open until the parade falls out, Borderers and their guests are requested not to ask the staff to open early. A cash bar facility will be provided by the Fusiliers Association within the Drill Hall. Tea, coffee and snacks will be available in the English Heritage shop within the Barracks.

**ROSES** The Roses are provided and paid for by the Association, they will be purchased from a local florist. The ExO is to ensure the order is placed in good time and that the Roses are delivered at 0830 on the morning of the parade. All Borderers are reminded that Roses are for those on parade only, to be worn in the Glengarry. Family members and guests are requested not to ask the ACF Rose bearers for Roses. After the parade if there is a surplus of Roses family members and guests may be able to make a donation to receive a Rose.

**MUSIC** The parade is to be supported by a Pipe Band drawn from the Berwick and Eyemouth British Legion bands and our Association Pipe Band Branch. The ExO is to bid for these bands in good time to allow them time to prepare travel arrangements. The Military Band are requested to form up and provide musical entertainment within the Barracks under the direction of Mr Bob Bolton.

**DANCERS** The ExO is to bid for "Nancy's Dancers" who will perform traditional Scottish Country dancing before the parade.

**SETTING UP** Those Borderers who are in Berwick on the Friday before Minden are requested to come to the Barracks at 0900 to assist in setting out the chairs and preparing for the Parade. Those intending to volunteer should inform the ExO 72hrs in advance, refreshments will be provided.

**ACF** The Berwick Detachment of the Army Cadet Force provide our Rose bearers on a yearly basis, without their support our parade would be less of an occasion. In addition they provide the work party that clears up at the end of the parade. All Borderers and guests are requested to be courteous to the cadets, who are giving up their time to assist us; they are all young people under 16, and they are not soldiers. Any concerns should be directed to the Det Comd or the ExO.

## **5. VIPs**

The President is requested to invite a VIP to present Roses to the Officers and to take the salute on the Guildhall steps at the march past. He is responsible for hosting the VIP throughout the day.

At all parades the Civic Party from Berwick upon Tweed will be invited, the party of 5 will consist of:

The Mayor, Mayors partner, The Sheriff, Sheriff's partner and Sergeant at Mace.

The Civic party is to be hosted by 3 Borderers, those Borderers who wish to volunteer to host the Mayoral party are to inform the ExO.

Additional invited guests will be Cllr Catherine Seymour and Cllr Georgina Hill from NCC who represent Berwick and are involved in the Barracks Project.

An invite will be extended to Commanding Officer and Regimental Sergeant Major of 6 SCOTS to attend the parade.

The ExO is to provide refreshments for the VIP and Civic Party to be set up in the Library and available from 1030hrs on the day of the Parade. The President is requested to present Roses to the VIPs and Mayoral Party in the Library.

## 6. C2

**COMMAND** The overall Commander will be The President of the KOSB Association, he is requested to nominate a Parade Commander who should be the Senior Retired Officer on parade, if possible the parade Comd should be nominated 2 weeks prior to the parade to allow the ExO to send a parade format and words of Command.

**PARADE WO** A parade Warrant Officer is required. Those Borderers who have held the rank of WO1 or WO2 are invited to volunteer to the ExO that they wish to carry out the duties of Pde WO. This should be at least 2 weeks before the parade date.

**OTHER RANKS** Borderers who intend to march are requested to start forming up behind the clock block or as directed by the ExO from 1115 under the direction of the Parade WO.

**OFFICERS** Those Officers who intend to march are requested to form up at the Guard Room from 1130 (those who are late might find themselves in the Guard Room), under the direction of the ExO who will brief on the procedure.

**WOUNDED/SICK** Those Borderers that are wounded or sick and cannot manage to march on or march past are to form up at the front of the Clock block under the clock from 1115. The Mayor will be invited to present Roses to the wounded at the same time as the main parade.

**RIDERS BRANCH** Members of the Riders Branch who wish to ride are to notify the Branch Chairman. All motorcycles are to be parked to the rear of D block, in the event of works at the rear of the Barracks bikes will be parked outside the front gate. The riders (KOSB) are to parade with the wounded Borderers in front of the clock block for rose presentation, thereafter they can return to their bikes to follow the marching troops.

**VINTAGE VEHICLES** All vintage vehicles are by prior arrangement only, they are to park next to the motorcycles. Those Borderers who would like to travel in a vehicle are to liaise with the owners on the day. Vehicle owners are responsible for their own vehicles and must ensure they are serviceable and roadworthy.

**MINDEN ADDRESS** A volunteer is required to read "The Minden Address" any Borderer who wishes to volunteer for this honour is to submit his name to the ExO 7 days before the parade.

**ROSE PRESENTATION** During the presentation of Roses to those Borderers on parade a total of 6 Officers are required. Those Officers who wish to volunteer are to inform the ExO on the morning of the parade. Each Officer will work with an ACF rose bearer moving from the flanks into the centre.

**SPECTATORS** All families and spectators are requested to remain in the area in front of E and F blocks. They are not to congregate around the main gate. They must wait until all marching troops, bikes and vehicles have left the Barracks before leaving.

**REGT COUNCIL MEETING** As previously notified to Branches it is intended to hold a meeting of The Regimental Council prior to the parade. This meeting will allow nominated Branch Officials (2), or their representatives, to discuss concerns or issues directly with the Trustees of the Association. The meeting will be held in the former SSAFA office starting at 0900. Branches are requested to inform the ExO of attendance by the preceding Friday. A calling notice will be issued prior to the meeting.

## **7. CO-ORD**

The ExO is to ensure the tasks at Annex A are completed by the dates shown.

Any questions are too be directed to the undersigned.

L Thornton  
Maj (Retd)  
KOSB Association ExO

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Attachment:

Minden Return 2023