

DISS TOWN COUNCIL

MINUTES

Minutes of the meeting of the **Carnival Sub-Committee** held at the Saracens Head on Monday 4th March 2019 at 7pm.

In attendance: Natalie Thornton-Jones (N T-J) – Chair
Sue Kiddie (SK)
Claire Keen (CK)
Kimberley Jaynes (KJ)
Cllr Sonia Browne (SB)
Amy Tomlin (AT)

CA0319/1

Apologies

Apologies received from Sonya French (SF), Ruth Ward (RW) and Fiona Wenman (FW).

CA0319/2

Minutes

It was

RESOLVED: That the minutes of the meeting on 14th January 2019 were a true record and duly signed by the Chairman.

CA0319/3

Declarations of Interest

There were none.

CA0319/4

Public Participation

There were none.

CA0319/5

Items of URGENT business

There were none.

CA0319/6

Stalls

Members considered the stall applications received for Carnival 2019 & there was discussion around sourcing more craft stall activities for younger children & charity stalls. It was agreed that these organisations would be contacted:

- a) Sunshine Artists - To be chased up by CK
- b) Lisa Elvish Vintage Recycled Fabrics - To be chased up by KJ
- c) Dinky Donuts - To be chased up by KJ
- d) The Children's Centre, forest school and imps would be contacted by CK & AT
- e) Bucket List', a chip toppings company reference a pitch (CK)
- f) KJ to request more information from Diss Knit & Natter Group reference their charity pitch request
(Action: CK, KJ and AT, by 18.03.19)

It was

RESOLVED: to approve 2nd Diss Scout Group's request for a charity pitch with vehicle sizes to be confirmed.

(Action: KJ, by 18.03.19)

CA0319/7 Procession

Members received an update on procession entrants. It was noted that 21 procession entrants have been signed up so far. KJ to add Heywood Sports Centre and Roydon Primary School to the procession entries, SK to chase Pink Ladies Tractor Club & NT-J to contact the Gillings family to discuss ideas for keeping Pete Gillings' memory alive in Carnival 2019. It was

RESOLVED: That SK will contact procession entrants from Carnival 2018 regarding involvement in 2019.

(Action:KJ, SK, NT-J, by 18.03.19)

CA0319/8

Entertainment

Members received an update on entertainment for Carnival 2019. It was agreed that:

- (a) The Fun Dog Show will be organised by Hannah Defoe (CK)

- (b) A meeting would be arranged with Larry Gray to discuss Fun Fair plans and inflatable options. (NT-J/CK)
- (c) A meeting would be scheduled with Amy Bobbins to discuss Carnival Games
- (d) Hosting will be carried out by a variety of comperes in the Main Arena (CK)
- (e) Stilt Walkers would take part in the procession and be in the Funday (NT-J)
- (f) Wildlife Displays from Carnival 2018 be approached to host an animal encounter (CK).

(Action: NT-J and CK, by 18.03.19)

CA0319/9

Grants

Members received an update on progress of grant applications for Carnival 2019. It was noted that the Tesco Bags for Help funding bid outcome was awaited.

CA0319/10

Sponsorship

Members received an update on Sponsorship. It was noted that there are currently 8 sponsors confirmed for Diss Carnival 2019. It was

RESOLVED: To approach businesses for sponsorship packages.

(Action: NT-J, AT & CK by 18.03.19)

CA0319/11

Window Dressing Competition

Members discussed how and when to start approaching Window Dressing Competition entrants. It was agreed that RW would contact local businesses.

RESOLVED: That promotion of the Window Dressing competition would start immediately utilising social media.

(Action: KJ & RW; by April)

CA0319/12

Security

Members received an update on security. A proposal was considered which included 6 security staff between 11:30am-6:30pm. It was agreed that Norse Security would be contacted regarding hire of 25 radios for committee members, volunteers and security. It was

RESOLVED: That Phoenix East Security provide security for Diss Carnival 2019.

(Action: KJ; immediately)

CA0319/13

Finance

Members received an update on Finance for Carnival 2019 & KJ to confirm that the accounts are up-to-date.

(Action: KJ; immediately)

CA0319/14

Member Updates

Members received updates from committee members not reported elsewhere on the agenda. Park Radio has agreed to give airtime to members for the promotion of Diss Carnival. It was suggested that it would be good to invite Amy Bobbins and Alan Franks on air to discuss their involvement.

(Action: CK; by end of March)

It was agreed that Mervyn Lambert would be approached regarding traffic management & toilet provision.

(Action: NT-J; by end of March)

There was an update on car parking arrangements for procession vehicles and it was noted that enquiries have been made into use of the bus station. SK will speak to KK for further information. NT-J confirmed use of the Feather Factory car park and grassed area.

(Action: SK; immediately)

CA0319/15

Date of Future Meeting

Members noted that the next meeting of this committee will be held at 7pm on 18th March 2019.

Meeting closed at 9.10pm.

SUB-COMMITTEE CHAIRMAN