

## NOTICE OF MEETING

Dear Members of the Public and Press,  
You are invited to attend a meeting of the **Carnival Sub-Committee** to be held at the **Saracens Head** on **Monday 3<sup>rd</sup> June 2019** at **7.00pm** to consider the business detailed below.



Deputy Town Clerk

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## AGENDA

1. **Apologies**  
To consider apologies for absence.
2. **Minutes**  
To approve the minutes from the last meeting held on 28<sup>th</sup> May 2019 (to follow).
3. **Declarations of Interest<sup>1</sup>**  
To note any declarations of Members personal and/or prejudicial interests pertaining to items on the agenda (relevant to councillors only).
4. **Public Participation**  
To consider a resolution under Standing Orders 3 d., e., f., g., & h. to suspend the meeting and receive comments from members of the public on items to be discussed on the agenda. (*Members of the public are entitled to speak for a maximum of three minutes*).
5. **Items of URGENT Business**  
To discuss any item(s) of business which the Chairman has previously been informed of at least 24 hours before the meeting and decides should be considered as a matter of urgency (councillors are reminded that no resolutions can be made under this agenda item).
6. **Run through of the day.**  
To discuss the final run through of Carnival 2019.
  - a) Procession
  - b) Fun Day
7. **Volunteers**
  - a) To discuss volunteers involved with Carnival 2019 and allocate roles.
  - b) To discuss volunteer refreshments.
8. **Member Updates**  
To receive updates from committee members not reported elsewhere on this agenda.
9. **Date of Future Meeting**  
To schedule a date for the De-brief meeting to review Diss Carnival 2019.

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**Members:**

Cllr S. Browne	N. Thornton-Jones
S. French	A. Tomlin
K. Jaynes	R. Ward
C. Keen	Cllr F. Wenman
S. Kiddie	