

DISS TOWN COUNCIL

MINUTES

Minutes of the meeting of the **Carnival Sub-Committee** held at the Saracens Head on Tuesday 28th May 2019 at 7pm.

In attendance: Natalie Thornton-Jones (N T-J) – Chair
Claire Keen (CK) -Vice Chair
Kimberley Jaynes (KJ)
Sue Kiddie (SK)
Sonya French (SF) – Deputy Town Clerk
Cllr Sonia Browne (SB)
Ruth Ward
Robert Ludkin -Maintenance Manager
Sarah Richards -Town Clerk
Chris Moyse & Katie Brame – Park Radio
Ryan – Simply Sound
Councillor Keith Kiddie (County/South Norfolk Council)
Andy Rackham

CA0519/1

Apologies

There were none.

CA0519/2

Minutes

It was

RESOLVED: That the minutes of the meeting on 20th May 2019 were a true record and duly signed by the Chairman.

CA0519/3

Declarations of Interest

There were none.

CA0519/4

Public Participation

Guests invited to meeting introduced themselves, Robert Ludkin, District/County Councillor Kiddie, Andy Rackham, Katie Brame, Chris Moyse, Ryan – Simply Sound, Sarah Richards – Town Clerk.

CA0519/5

Items of URGENT business

There were none.

CA0519/6

Fun Day

Members received an update on:

- a) Proceedings. Carnival committee members would meet up on Saturday 9th June to measure out pitches, member to meet at 14.00 hours at park. Ops tent to be laid out during the morning of the Sunday. Ten tables would be required by 09.00 hours on Sunday. Ops tent collected by CK on Friday at 11.00 hours. NT-J to get x4 chalk cans. Robert to do barrier tape next week. Litter pick done early morning by TC staff, Stewards will allow people onto the park whom are on the VIP list. Sunday Simply sound to set up from 09.00.

Parade will enter the park from Park Road, parade will end the parade by going to the bus station apart from scouts whom will be attending the feather factory due to oversize vehicle, some cars will be coming onto the park. Andy rackham will bring cones to zone off the park. Hay bales will be arriving at about 08.00 hours and 09,00 hours, hay bales will be removed at the end of the day.

Main arena to start on time whether everyone is on the park. 1.15 start time.
Main arena TC will be making sure acts are ready on time, overseeing the main arena.
Six members of security, there will be four static points in each corner of the park, security team will be positioned one at each corner and two wandering around talking to people attending. During parade two security guards will be moving on rogue traders from Meres Mouth or the park,

Radios to be given out on the day for traffic team. Carnival games has been passed to AB, five teams of five people, x3 twenty minutes sessions in the main arena.

Announcements at 2,00 for winners of window dressing comp and other awards.

Park Radio will be doing live link ups and will be talking directly to audience, also doing live interviews with public, there will also be a live up to date commentary of events that are happening live.

- b) Volunteers. It was agreed traffic volunteers to be at the school by 10.30 to meet up with Keith Kiddie. T
- c) Stalls. It was agreed that there are 53 confirmed stalls, these are a mixture of food and non-food stalls

CA0519/7 Member Updates

Members received updates from committee members not reported elsewhere on the agenda.

CA0519/8 Special Guests Updates

Members received updates from non-committee members regarding plans for Carnival 2019. Simply sound agreed logistics and equipment for the day. Park radio agreed timings. Sonia Browne (Town Mayor) would like it minuted that she is very proud of all the hard work that the Carnival Committee and Town Council have done this year,

CA0519/9 Date of Future Meeting

Members noted that the next meeting of this committee is scheduled for Monday 3rd June 2019.

Meeting closed at: 20.30 hours.

SUB-COMMITTEE CHAIRMAN
N-Thornton-Jones