

DISS TOWN COUNCIL

MINUTES

Minutes of the meeting of the **Carnival Sub-Committee** held at the Town Council Offices on Monday 18th November 2019 at 7pm.

In attendance: N. Thornton-Jones (N T-J) – Chair
C. Keen (CK) -Vice Chairman
A. Rackham (AR)
I. Seymour-Blackburn (I S-B)
T. Howard (TB)
Cllr S. Kiddie (SK)
Cllr S. Browne (SB) (late)
S. French (Deputy Town Clerk)
Cllr J. Mason (JM)

CA1119/1

Apologies

There were none.

CA1119/2

Minutes

It was

RESOLVED: that the minutes of the meeting on 28th October 2019 were a true record and duly signed by the Chairman.

CA1119/3

Declarations of Interest

There were none.

CA1119/4

Public Participation

There were no members of the public present.

CA1119/5

Items of URGENT business

There were none.

CA1119/6

Application Form

Members considered the application form for Carnival 2020. There was an agreement to change boxes one and two on the first page. It was

RESOLVED: To adopt the new application form once amended.

(Action: To be distributed to previous carnival stalls and procession.)

CA1119/7

Stalls

Members received an update on stallholders for Carnival 2020. It was agreed that if the Feather factory wished to have a stall, they would be very welcome as they always allow their land to be used for Carnival. Conversation around the price of craft stalls for the Carnival. Marquees were discussed for the crafts stall and committee agreed that further information was required before the price could be agreed. It was

RESOLVED: to make craft stalls £50

(Action: CK to look into prices and bring back to next meeting)

CA1119/8

Procession

Members received an update on procession entrants. It is early days and there is no update for procession at this time. Morrisons and Tesco car parking spaces to be completed by Amy Tomlin. Ian to contact Feather Factory and Chairs to complete the car parking for the bus station and the park car park. Fair Green has been offered and accepted as an overflow car park, funding to be agreed. Police inspector to be contacted in early February for Police Cones.

(Action: AT, IS-B and Chairs to complete procession parking by March 2020)

CA1119/9

Grants

Members discussed grant applications for Carnival 2020. Nothing to report.

CA1119/10 Entertainment
Members received an update on entertainment for Carnival 2020. Main arena will be Titan, Samba Band, Dog show, Paul Preston Mills and Norwich starwars. Masonic lodge to be approached for Titan to change. Two further acts would be needed for the arena to incorporate all diversity within the Town. Sound system to be the same as 2019.
(Action: JM to contact Masonic lodge by next meeting)
(Action: NT-J to contact Simply Sound)

CA1119/11 Sponsorship
Members received an update on sponsorship packages form for Carnival 2020. Minor changes to be made. Letter to go with sponsorship form needs some amends. Insurance details to be agreed before form is sent off, once agreed form can be sent off. It was
RESOLVED: to adopt the new sponsorship packages form.
(Action: CK/NT-J to send out forms in the New Year)
(Action: SF to contact Norwich City Council with regards to procession vehicles)

CA1119/12 Progress Report
Members noted progress on decisions made at the last meeting of the Carnival Committee.

CA1119/13 Member Updates
Members received updates from committee members not reported elsewhere on this agenda. AR was tasked with looking into the insurance and he believes that we should look at the Town Council Insurance to cover the Procession. Zurich to be contact for a quotation.
(Action:SF to contact Zurich for a quotation)

CA1119/13 Date of Future Meetings
Members noted that the next meeting of this committee is scheduled for Monday 6th January 2020
Monday 3rd Feb 2020
Monday 2nd Mar 2020

Meeting closed at:

SUB-COMMITTEE CHAIRMAN
N-Thornton-Jones