

# DISS TOWN COUNCIL

## MINUTES

Minutes of the meeting of the **Carnival Sub-Committee** held at the Town Council Offices on Monday 6<sup>th</sup> January 2020 at 7pm.

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

**CA0220/1**

### **Apologies**

Apologies received from Councillor J. Mason

**CA0220/2**

### **Minutes**

It was

RESOLVED: that the minutes of the meeting on 6<sup>th</sup> January 2020 were a true record and duly signed by the Chairman.

**CA0220/3**

### **Declarations of Interest**

There were none.

**CA0220/4**

### **Public Participation**

There were no members of the public present.

**CA0220/5**

### **Items of URGENT business**

There were none.

**CA0220/6**

### **Stalls**

Members received an update for agreement on further stallholders for Carnival 2020. The stalls were Glitter tattoo's, sweets glorious sweets, Gourmet Grub, Aya Cuisine and a Bouncy Castle. Committee agreed that there were too many bouncy castles and sweet stalls at present which have been agreed to. It was

RESOLVED: To allow stalls for Glitter tattoo's, Aya Cuisine, Gourmet grub but no to the bouncy castle and sweets glorious sweets.

**(Action: NT-J/CK to talk to Larry re inflatables, by 20.03.20)**

**CA0220/7**

### **Procession**

Members received an update on procession entrants for Carnival 2020. Committee agreed that advertising was needed for procession entrants.

**(Action: SF to organise through DTC by 02.03.20).**

**CA0220/8**

### **Grants**

Members received an update on grant applications for Carnival 2020. Carnival are unable to go to Tesco for a second year due to the amount of charities that have already applied. Committee had a conversation around other available grants that could be applied for. It was

RESOLVED: To apply for further grants from The East of England Co-Op and The National Lottery.

**(Action: CK to organize by 06.04.20)**

**CA0220/9**

### **Finance**

Members received an update from NT-J on Carnival income and expenditure for 2020.

**CA0220/10**

### **Entertainment**

Members received an update on entertainment for Carnival 2020. It was

RESOLVED: Norwich Starwars, Sambumba have been confirmed for procession and park arena, booking form needed for starlight stem, Travelling natural history museum will be in the park, Hannah pet services dog show x 2 20 min slots in main arena. Paul Preston mills is confirmed as the compere. Titan x 2 30 min slots, Amy Bobbins to do the conga during a 15 minute slot and parade. Stilt walkers x2 to be in the procession. Mini donkeys/alpacas to be sourced. Stocks will be donated by Andy Rackham.

Bar is to go out to tender, deadline by 27<sup>th</sup> March 2020, £250 pitch fee and 20-30 % of proceedings. No exclusive right as there is a Gin Bar pitch fee £130 plus percentage of profits

**(Action: CK to send out bar tender forms by 27.03.20  
N-TJ to source donkeys/alpacas by next meeting)**

**CA0220/11**

**Sponsorship**

Members received an update on sponsorship for Carnival 2020. It was

RESOLVED: To send out sponsorship forms.

**(Action: CK to action by 02.03.20)**

**CA0220/12**

**Window Dressing Competition**

Members discussed plans for the Window Dressing Competition. Sonia Browne and Tammy Howard to approach shops for window dressing. Window dressing form to be updated by Kim Jaynes. SK to find judges for window dressing competition.

**(Action: SB & TH by mid-April, KJ by 02.03.20,  
SK by 06.04.20)**

**CA0220/13**

**Volunteers**

Members discussed a plan for sourcing volunteers to help with Carnival 2020. Diss and District rotary will help with parking at Feather factory, Andy Rackham will organise volunteers,

Volunteers needed for setting up day before Carnival, Morning volunteers, Parade Marshalls.

It was

RESOLVED: That KK will be responsible for road closure volunteers at the top of the Parade, Ian would be responsible for the volunteers at the Park end of the Parade. Andy Rackham will source volunteers.

**(Action: I S-B, AR & KK, ongoing)**

**CA0220/14**

**Progress Report**

Members noted progress on decisions made at the last meeting of the Carnival Committee. Mervyn Lambert to be contacted, SF to contact Inspector for police cones.

**(Action: SF to email Police Inspector and Mervyn Lambert reference Cones, by 02.03.20)**

**CA0220/15**

**Member Updates**

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

**(Action: SK to source booze for booze stall and chase charity stalls to bring in a bottle as a good will gesture, by mid-April.**

**Press campaign to start throwback Thursday by KJ. Social media and press coverage to be covered by KJ, CK, SF, ongoing.**

**Insurance coverage to be sorted by SF, by 02.03.20.**

**Simply sound to be organized by CK/NT-J, by 02.03.20.**

**Fiona wenman email to be Dinsdale Duck by SF by 02.03.20.)**

**CA0220/16**

**Date of Future Meetings**

Members noted that the next meeting of this committee is scheduled for Monday 6<sup>th</sup> April 2020.

Meeting closed at: 21:30

SUB-COMMITTEE CHAIRMAN  
N-Thornton-Jones