

# DISS TOWN COUNCIL

## MINUTES

Minutes of the meeting of the **Carnival Sub-Committee** held at **The Greyhound** on Monday 7<sup>th</sup> February 2022 at 7pm.

In attendance: C. Keen (CK) - Chair  
T. Howard (TH)  
Cllr S. Kiddie (SK)  
S. French (Deputy Town Clerk)  
A. Rackham  
R. Ward

**CA0222/1**

### **Apologies**

Apologies received from (KJ). No apologies were received from Councillor S. Browne.

**CA0222/2**

### **Minutes**

Members approved the minutes from the last meeting held on 6<sup>th</sup> December 2021. It was

RESOLVED: that the minutes of the meeting on 10<sup>th</sup> January 2022 were a true record and duly signed by the Chairman.

**CA0222/3**

### **Declarations of Interest**

There were none.

**CA0222/4**

### **Public Participation**

There were none.

**CA0222/5**

### **Items of URGENT Business**

There were no items of urgent business.

**CA0222/6**

### **Parade Floats**

Committee discussed parade floats for Carnival 2022. Three entrants have confirmed attendance and SK will send out further invitations to previous entrants. Committee would like the Deputy Clerk to look at insurance for floats.

**(Action: Dept TC, by next meeting)**

**CA0222/7**

### **Road Closure**

Members discussed road closure plans alongside health & safety measures for Carnival 2022. Committee, it was noted that County Councillor Keith Kiddie will be available to complete road closures, this work will be completed alongside the Dep TC. Committee would like further work done around space for floats at the end of the carnival procession.

Carnival committee agreed that the bus station would need to be contacted to see whether we can use the space for floats on the day of Carnival. Committee noted that Road closure at SNC need to be applied for by the end of the month. Members stated they would like to contact Morrisons community champions as, they would like a notice by Morrisons at the roundabout stating that Carnival will be there on date and time to alert shoppers. Contact paperwork to be completed by AR and Dep TC.

**(Action: Dep TC/KK to deal with signs for road closures, by March 2022)**

**(Action: KJ to contact SNC for Road Closure by March 2022)**

**(Action: Dep TC to work with AR on SAG paperwork by March 2022)**

**(Action: CK to contact community champions for A Board notice by May 2022)**

**CA0222/8**

### **Window Dressing Competition**

The committee discussed dates for the Window Dressing Competition and approved the entry form. Ruth to contact shops in mid-April. It was:

RESOLVED: To agree the Window Dressing Competition and entry form, Kim to add email address to the form. On forms dates to be 7<sup>th</sup> June – 3<sup>rd</sup> July 22. Ruth to email judges for a date for judging.

(Action: KJ to change forms, by March 2022 )  
(Action: RW to contact shops by April 2022)

**CA0222/9 Grants**

CK to continue to look at Grants and will come back and update Carnival next meeting.

**CA02122/10 Entertainment**

Committee discussed and updated on entertainment for Carnival 2022.

(Action: TH to Contact Voice Squad, by March 2022).

**CA0222/11 Sponsorship**

The committee received an update on Sponsorship for Carnival 2022. It was

RESOLVED:

(Action: CK, Dep TC and KJ to organise sending out invites for sponsorship, By Mar 2022)

**CA0222/12 Promotion**

Committee received an update and discussed promotion for Carnival 2022. Committee agreed to contact Park Radio so that they could give airspace for Carnival.

(Action: SB to contact Park Radio, by March 2022)

**CA0222/13 Progress report**

The committee noted actions on the Progress Report.

**CA0222/14 Member Updates**

Committee need to look at crafting stalls as an urgency to ensure stall uptake for Carnival. Stats were received by committee regarding Facebook promotion.

**CA0222/15 Date of Future Meetings**

Members noted that the next meeting of this committee is scheduled for

- Monday 7<sup>th</sup> March 2022.

Meeting closed at: 9.50 pm

SUB-COMMITTEE CHAIRMAN  
C Keen