

DISS TOWN COUNCIL

MINUTES

Minutes of the meeting of the **Carnival Sub-Committee** held at Diss Town Council Offices on Tuesday 4th June 2024 at 7pm.

In attendance: T. Howard (TH) (Chair)
K. Jaynes (KJ)
S. Kiddie (SK) (Vice-Chair)
R. Ward (RW)
Andy Rackham (AR)
J. Mayes (JM)
L. Montgomerie (LM)
Alex Rackham (ALR)
S. French (SF)
C. Halil (CH)
S. Browne (SB)

- CA0624/1 Apologies**
Apologies were received from Carly Halil (CH), Alex Rackham and Andy Rackham (AR). No apologies were received from Sonia Browne (SB).
- CA0624/2 Minutes**
Members approved the minutes from the last meeting of the carnival committee. It was
RESOLVED: that the minutes of the meeting on 21st May 2024 were a true record and duly signed by the Chairman.
- CA0624/3 Declarations of Interest**
There were none.
- CA0624/4 Public Participation**
There were no members of the public present.
- CA0624/5 Items of URGENT Business**
There were no items of urgent business.
- CA0624/6 Site Map**
a) Members received an update on the Carnival Fun Day Site Map. KJ has made a few changes to the site map following the cancellation of NCC's Adult Learning stall, Bounce Fitness has been moved to Mere side on flat ground, M&M Sweets have moved into Adult Learning's pitch and Dave Harris is having their pitch along Park Road with his Hog Roast stand.
b) Members received an update on outstanding paperwork and payments from stallholders. KJ will chase up outstanding payments and documentation and inform entries that they will not be able to attend Carnival if these aren't received before the day.
(Action: KJ to chase stallholders, immediately)
- CA0624/7 Procession**
Members received an update on procession entrants and confirmed the parade running order. It was agreed to have the East Angles Brass Band first followed by Bressingham's steam engine, Dinsdale & Mayor, Diddy Long Legs and Merryfields. Pink Ladies Tractor will go behind Voice Squad. Palgrave Players Walking Group & Jeep to go after Sweet Treats Burlesque. Swap The Garden Project Team with Park Radio.

(Action: KJ to update running order and send to SK, update procession judging sheet and print copies, immediately)

CA0624/8 Pavilion Entertainment

Members were unable to receive an update on acts and final timings for pavilion entertainment due to the apologies given by Andy Rackham (AR). KJ to email AR for info so all acts can be emailed this week with details.

(Action: KJ to email AR for details, immediately)

CA0624/9 Volunteers

Members received an update on the volunteers schedule and information for the day. KJ to amend Laura M on volunteer schedule from P1 steward to being at High School from 9.30am until after parade. Tammy to take on P1 steward instead of P3.

(Action: KJ to amend volunteer schedule, immediately)

CA0624/10 Member Updates

- a) Committee received updates from members not reported elsewhere on this agenda.
- b) Members reviewed outstanding tasks for committee members: It was

RESOLVED:

SK to ask KK to contact SNC for keys for old John Grose car park barriers.

RW has retrieved the trophy back from Leslie Ward and everything is all organised for the Window Dressing Judging.

SK confirmed crisps and bottles of water have been bought.

SF has printed colouring sheets for Baptist Church and bought colouring equipment.

TH confirmed sandwiches have been organised.

TH to chase SB to see if Red Hatters have returned their 'Best Walking Group' trophy.

(Action: SK, immediately,

TH to check with SB re Red Hatters trophy)

CA0524/11 Date of Future Meeting

Members noted the next meeting of the Carnival committee is scheduled for **Tuesday 4th June 2024 at 7pm.**

Meeting closed at: 20:10

SUB-COMMITTEE CHAIRMAN

T. Howard