

**TOWN CLERK**  
Mrs Sarah Villafuerte-Richards

**DISS TOWN COUNCIL**  
11-12 Market Hill,  
Diss, Norfolk, IP22 4JZ.  
Telephone/Fax: (01379) 643848  
Email: town council@diss.gov.uk

Please ask for: Sonya French  
Our ref: CA 13.02.24  
Date: 08.02.24

## NOTICE OF MEETING

Dear Members of the Public and Press,  
You are cordially invited to attend a meeting of the **Carnival Sub-Committee** to be held at **Diss Town Council Offices** on **Tuesday 13<sup>th</sup> February 2024** at **7.00pm** to consider the business detailed below.

*S.E. French*

Chief Operations Officer

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## A G E N D A

- 1. Apologies**  
To consider apologies for absence.
- 2. Minutes**  
To approve the minutes of the last meeting held on 9<sup>th</sup> January 2024 (copy details herewith).
- 3. Declarations of Interest<sup>1</sup>**  
To note any declarations of Members personal and/or prejudicial interests pertaining to items on the agenda (relevant to councillors only).
- 4. Public Participation**  
To consider a resolution under Standing Orders 3 d., e., f., g., & h. to suspend the meeting and receive comments from members of the public on items to be discussed on the agenda. (*Members of the public are entitled to speak for a maximum of three minutes*).
- 5. Items of URGENT Business**  
To discuss any item(s) of business which the Chairman has previously been informed of at least 24 hours before the meeting and decides should be considered as a matter of urgency (councillors are reminded that no resolutions can be made under this agenda item).
- 6. Finance**  
To receive an update on Income and Expenditure for Carnival 2024 (copy details herewith).
- 7. First Aid**  
To review and discuss quote for first aid cover for extended hours (copy details herewith).
- 8. Entertainment**  
To receive an update on entertainment (copy details herewith).
- 9. Stall Applications**
  - a) To receive an update on stall applications.
  - b) To review and approve charity pitches.
- 10. Sponsorship & Grants**
  - a) To receive an update on sponsorship. (copy details herewith)
  - b) To receive an update on grant applications.
- 11. Member Updates**  
To receive updates from committee members not reported elsewhere on this agenda.
- 12. Date of Future Meeting**  
To note the next meeting of the Carnival committee is scheduled for Tuesday 5<sup>th</sup> March 2024.

<b><u>MEMBERS</u></b>	<b><u>For information: Councillors</u></b>
<u>Cllr. S. Browne</u>	<u>J. Robertson</u>
<u>S. French</u>	<u>J. Wooddissee</u>
<u>S. Kiddie</u>	<u>D. Collins</u>
<u>S. Richards</u>	<u>A. Kitchen</u>
<u>K. Jaynes</u>	<u>E. Taylor</u>
<u>A. Rackham</u>	<u>J. Welch</u>
<u>T. Howard</u>	<u>S. Olander</u>
<u>R. Ward</u>	<u>M. Gingell</u>
<u>G. Waterman</u>	<u>K. Murphy</u>
<u>J. Mayes</u>	<u>L. Sinfield</u>
<u>C. Halil</u>	
<u>L. Montgomerie</u>	
<u>Al, Rackham</u>	

**NOTES**

1 - Council has a statutory legal duty under the Localism Act 2011 s2 and has adopted a code dealing with the conduct that is expected of members in order to promote high standards of conduct as required by the Act. Members' disclosable pecuniary interests are kept on a register available to view on the councils website. Allegations about the conduct of a councillor may be made to the district council's monitoring officer. Diss Town Council has also adopted a dispensation policy.

The reports and enclosures referred to in this agenda are supplied to councillors only. They are available (unless marked confidential) for public inspection at the Council Offices during normal opening hours.

**DISS TOWN COUNCIL****MINUTES****DRAFT**

Minutes of the meeting of the **Carnival Sub-Committee** held at Diss Town Council Offices on Tuesday 9<sup>th</sup> January 2024 at 7pm.

In attendance: T. Howard (TH) (Chair)  
S. French (Deputy Town Clerk & Vice-Chair)  
K. Jaynes (KJ)  
S. Browne (SB)  
S. Kiddie (SK)  
R. Ward (RW)  
Andy Rackham (AR)  
Alex Rackham (ALR)  
L. Sinfield (LS)  
G. Waterman (GW)  
C. Halil (CH)  
J. Mayes (JM)

**CA0124/1 Apologies**

Apologies were received and accepted by committee from L. Montgomerie.

**CA0124/2 Minutes**

Members approved the minutes from the last meeting. It was

**RESOLVED:** that the minutes of the meeting on 14<sup>th</sup> November 2023 were a true record and duly signed by the Chairman.

**CA0124/3 Declarations of Interest**

There were none.

**CA0124/4 Public Participation**

There were no members of the public present.

**CA0124/5 Items of URGENT Business**

There were no items of urgent business.

**CA0124/6 Infrastructure**

Members received an update on infrastructure booked for Carnival 2024 and discussed outstanding tasks on the roles and responsibilities list. SF gave a list of work that had been completed by the office regarding the infrastructure to committee members. All infrastructure has been booked but we are still awaiting responses from Graham Minshull regarding bins from SNC and Michelle Earp for use of the car park.

Committee discussed the First Aid quote received. Committee would like one more quote to be sourced for a comparison. TH will contact Norfolk Scouts Ice Emergency Aid for another quote as a comparison. It was

**RESOLVED:** To chase up the outstanding tasks on the Infrastructure list.  
To research another first aid quote for 4 first aiders to cover carnival day.

**(Action: SF to chase Graham & Michelle, by next meeting)**

**(Action: TH to get first aid quote, by next meeting)**

#### **CA0124/7 Application Form**

Members reviewed the Carnival 2024 application form, scheduled for release on 12<sup>th</sup> January 2024, alongside the theme promo video. Deliberations centered on stall costs, with consensus reached that charity stalls would be priced at £60 each.

Additionally, it was highlighted that three complimentary charity pitches are open for application until the end of February. Notably, two of these free charity pitches have already been allocated to RAFA and Army Cadets in appreciation of their assistance on the day."

It was

RESOLVED: To accept the application form with some amendments.

**(Action: KJ to action amendments and release form online on Friday 12<sup>th</sup> January)**

#### **CA0124/8 Entertainment**

Members discussed entertainment ideas for Carnival 2024. AR and KJ updated the committee with ideas including gold panning, rodeo bull, vintage photobooth, calamity jane act, knife throwing. Texas two-step dance lessons, country music band, miniature donkeys and a stunt show. There were discussions around changing the site layout to create a larger space for more have-a-go activities and entertainment. Committee also discussed quotes for entertainment that had already been received. It was

RESOLVED:

To accept quote from Diddy Long Legs for 2 stilt walkers to join the procession and fun day.

**(Action: KJ to send p/o number and confirmation by next meeting)**

To confirm Hank DJ Sleek and accept quote for £650 to provide DJ Set and Honky Tonk dance lessons in pavilion.

**(Action: KJ to give p/o number and confirmation by next meeting)**

To contact Hannah from Hannah's Pet Services to see if she would like to organise the Fun Dog Show at this years Carnival.

**(Action: KJ to contact Hannahs Pet Services by next meeting)**

To contact Sam the Magic Man to enquire for a Wild West Punch & Judy Show.

**(Action: KJ & TH, by next meeting)**

#### **CA0124/9 Site Layout**

Members received an update on site layout ideas for Carnival 2024. There was a proposal from ALR & AR to make amendments to the site plan including moving the funfair to the car park, having a small stage with a semi-circle with hay bale seating, this would be situated close to the public toilets, food stalls would be positioned under the trees on the flat area of the park running adjacent to Park Road. The pavilion area would be utilised for country music and entertainment. There would also be a craft stall area near the play equipment incorporating a colouring area and crafts area for children.

The committee discussed having the pavilion entertainment continue on after the Carnival fun day

has ended, finishing later in the evening. Committee would like further information on time closure for this section of the event. Committee also discussed the need for extra security for this section of the event and this would be looked into for costs.

There were discussions around the bars needed for Carnival and it was agreed that there will be two mobile bars, one beside the pavilion and one elsewhere on the park. It was

RESOLVED:

To get AR to confirm closure time of the pavilion for entertainment and bars.

**(Action: AR to get closure time to KJ by 19<sup>th</sup> January 2024)**

SK requested that wild west themed cardboard cutouts were purchased and placed around the park and mere. It was

RESOLVED:

To get KJ to purchase celebrity cardboard cutouts in the carnival theme.

**(Action: KJ by end of March 2024)**

#### **CA0124/10 Sponsorship & Grants**

a) Members reviewed existing sponsorship packages form for businesses. It was

RESOLVED:

To include 'publicly thanked on tannoy at the fun day' as part of the bronze package.

To remove 'main arena' as location of gold and platinum sponsor banners and change to main stage and MUGA.

To get KJ to make the amendments to form and send email to local businesses to gain interest.

**(Action: KJ, send out from 12.01.24)**

b) Members discussed grant applications to submit for Carnival 2024. It was

RESOLVED:

GW will research into Aviva Grants and report back to next meeting.

TH and KJ to complete Tesco community grant application on 18<sup>th</sup> January 2024 at 10.00 hours.

**(Action: GW, by next meeting)**

**(Action: TH & KJ, to complete grant application on 18.01.24)**

#### **CA0124/11 Member Updates**

Committee received updates from committee members not reported elsewhere on this agenda. A discussion was held for an alternative hamper idea instead of the booze barrow. SK, SB and TH will source a variety of hamper prizes including vouchers and experiences and update committee at next meeting.

**(Action: SK, TH & SB to source prizes by end of Feb 2024)**

#### **CA0124/12 Date of Future Meeting**

Members considered and agreed dates for future carnival meetings. It was

RESOLVED:

The next meeting of the Carnival committee is scheduled for **Tuesday 13<sup>th</sup> February 2024 at 7pm** and that additional meeting dates would be as follows: 9<sup>th</sup> April, 7<sup>th</sup> May, 21<sup>st</sup> May, 4<sup>th</sup> June & 11<sup>th</sup> June 2024.

Meeting closed at: 21:20 hours

SUB-COMMITTEE CHAIRMAN  
T. Howard

<b>INCOME</b>					
	<b>GROSS</b>	<b>VAT</b>	<b>TOTAL NET INCOME</b>	<b>Date Paid</b>	<b>Receipt /Po No</b>
<b>FUNDRAISING</b>					
Car boot Sale					
Cake Stall					
Hamper/ Ticket Sales					
<b>SPONSORSHIP</b>					
Phoenix Events East	£ 250.00	£ 41.67	£ 208.33		
Travis Perkins	£ 100.00	£ 16.67	£ 83.33		
Pearce & Kemp	£ 100.00	£ 16.67	£ 83.33		15550
Larking Gowen LLP	£ 100.00	£ 16.67	£ 83.33		
Baileys Fish and Chips	£ 250.00	£ 41.67	£ 208.33		15544
Tudor Bakehouse	£ 250.00	£ 41.67	£ 208.33		15531
Reads Property	£ 250.00	£ 41.67	£ 208.33		15546
Lexham Insurance	£ 500.00	£ 83.33	£ 416.67		15532
Dipple and Conway	£ 500.00	£ 83.33	£ 416.67		15534
Priory Healthcare	£ 1,000.00	£ 166.67	£ 833.33		
Rosedale Funeral Home	£ 100.00	£ 16.67	£ 83.33		
H.L Perfitt Stonemasons	£ 100.00	£ 16.67	£ 83.33		
Adkins Opticians	£ 250.00	£ 41.67	£ 208.33		
Diss Scaffolding	£ 1,000.00	£ 166.67	£ 833.33		
		£ -	£ -		
<b>STALLAGE</b>					
		£ -	£ -		
M&M Sweet Treats	£ 120.00	£ 20.00	£ 100.00		15332
Grannys Little Charms	£ 60.00	£ 10.00	£ 50.00		15549
Toy Stall - L&J Williams	£ 60.00	£ 10.00	£ 50.00		15557
Abbes Attic - DG Yaxley	£ 60.00	£ 10.00	£ 50.00		15559
Yellow Door Eats					
Spie Jewels					
Wonky Donkey Bar					
Dyers Diner & Coffee Shack					
Kingsley Homecare					
Prettys Wax					
Fully Loaded Fries					
Rosedale Funeral Home					
Suffolk Village Ciders					
Designer Farmer Cat Ltd					
Party In Box					
Away with the fairies					
<b>TOTAL INCOME Actual</b>	£ 5,050.00	£ 841.67	£ 4,208.33		
<b>EMR from April 2024</b>	£ 5,286.17		£ 5,286.17		
<b>Council Contribution for 24-25</b>	£ 1,250.00		£ 1,250.00		
<b>TOTAL INCOME to Budget so far</b>	<b>£ 11,586.17</b>	<b>£ 841.67</b>	<b>£ 10,744.50</b>		
<b>EXPENDITURE</b>					
<b>PROMOTIONAL</b>					
Banners					
Programmes					
<b>PROCESSION</b>					
Trophy presentation shield for Pete Gillings cup- Diss Trophy Centre					24/6665
Nicky Driscoll - Stiltwalkers x 2	£ 360.00				24/6669
Core Highways - Traffic Management for Parade	£ 487.00				24/6672
NCC Road Closure	£ 40.55				
<b>FUN DAY</b>					
Phoenix Events East- 6 x Security Staff & Radios	£ 1,481.76	£ 246.96	£ 1,234.80		24/6663
Hank DJ Sleek / Matt Nunn Honky Tonk DJ Set & Lessons	£ 500.00	£ -	£ 500.00		24/6670
Story Photobooths - Vintage Horsebox with wild west props	£ 600.00	£ -	£ 600.00		24/6671
Mervyn Lambert Toilets & Transport	£ 840.00	£ 140.00	£ 700.00		23/6652
Paul Preston Mills- Compere	£ 220.00	£ -	£ 220.00		23/6551
Mary Moppins - Additional toilets cleaning	£ 197.40	£ 32.90	£ 164.50		
First Aid					
Simply Sound					
<b>TOTAL EXPENDITURE so far</b>	<b>£ 4,726.71</b>	<b>£ 419.86</b>	<b>£ 3,419.30</b>		

# A11 Medical Services Ltd

First Aid Medical Services & Training throughout Norfolk,  
Suffolk, Essex & Cambridgeshire

Kimberley Jaynes  
Diss Town Council  
11-12 Market Hill  
Diss  
Norfolk  
IP22 4JZ

**CUSTOMER COPY**

27/01/2024

Dear Kimberley,

## First Aid and Medical Cover Quotation

<b>Event Description:</b>	Carnival Event on Diss Park				
<b>Event Date &amp; Times:</b>	16/06/2024	<b>Cover Start:</b> 10:00	<b>Event Start:</b> 10:00	<b>Event End:</b> 20:30	<b>Cover End:</b> 20:30

Thank you for completing the Duty Information sheet and returning this to myself. I have completed a 'Resource Assessment' on the information you have provided, whilst these are our suggestions of the level of cover we would draw your attention to the Health & Safety Executive 'Event Safety Guide' which places final responsibility for the 'Risk Assessment' and subsequent provision of medical cover with the event organiser.

Shown below is a breakdown of the suggested level of cover needed for this event and the minimum charge for this.  
**No payment is made to our staff on the day.**

Should this quote be acceptable please sign and return to myself, **within 30 days**.

Quote Description	Unit Cost:	Vat %
4 x First Aid Staff	£730.00	0.00
Quote Net:	£730.00	
VAT Value @ 0.00%:	£0.00	
<b>Quote Total:</b>	<b>£730.00</b>	

**There would also be an extra £68.00 an hour to be added if the event runs over the agreed times.**

Yours sincerely,

Joy Townsend

Managing Director

4 Forestry Cottages, Thetford Road. Wretham,  
Thetford, Norfolk, IP24 1QX

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<http://www.a11medicalservicesltd.com/>



Artist	Contact	PO No	Invoice	Status	Amount	Paid	Notes
Paul Preston Mills - Compere		23/6551			£220.00		
Diddy Nicky (Nicky Driscoll x 2 Stiltwalkers for 3 sets)		24/6669			£360.00		2 x Stiltwalkers for parade & 2 sets on park
Hank DJ Sleek / Matt Nunn - Honky Tonk Set		24/6670	Y		£500.00		Honky Tonk DJ Set in pavilion with dance lessons and themed backdrop
Vintage Horsebox photobooth (Story Photoboosts) & wild west props		24/6671	Y		£600.00		1pm - 5pm Hire with staff. <b>Needs to be near electric hookup</b>
Annabelle Holland - Calamity Jane act and knife throwing							tbc - awaiting quote
Tribe All dancers							Amy requested they perform earlier this year, around 2pm
Baptist Church- Colouring Craft Area in gazebo							Andy said we are to provide craft/colouring bits and they will man it.
Park Radio							To go beside pavilion - they agreed to run until 8.30pm
Fun Dog Show- Hannah's Pet Services							2 x 20 minute dog shows confirmed
Foolhardy Circus TBC	Cosmo						1 or 2 performances in main arena area with whip act & comedy knife box western theme, plus circus workshop by the mere. <b>Quote received: £500 for 2 performers and workshop, £250 extra if we want a specialist whip act too.</b>
TOTAL:					£1,680.00	£0.00	

**PLUS**

Gold Panning - Andy and Alex creating  
Rodeo Bull - Andy and Alex organising  
Enquired with Academy Of Movement to see if they could adapt a show  
Minidonks still pending confirmation  
Andy R spoken to The Hedge Monkeys re country band per 2 x 1hr sets plus parade entertainment £250-£300

**From:** [Cosmo Hardy](#)  
**To:** [Carnival](#)  
**Subject:** Re: Diss Carnival 2024 - 16th June Enquiry  
**Date:** 25 January 2024 15:39:32

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Hi

Our fee would be £500 x2 fools we can bring a specialist whip act for another £250.

Let me know.

Cosmo

On Thu, 25 Jan 2024 at 13:49, Carnival <[Carnival@diss.gov.uk](mailto:Carnival@diss.gov.uk)> wrote:

Hi Cosmo,

Thanks for your speedy reply! That sounds great – are you able to send us a quote for everything so I can run this past the rest of the committee?

The Fun Day will run from 1.15pm – 5.30pm so we would ideally be thinking of you doing 1 or 2 performance slots in the main entertainment area during the afternoon, and the usual workshop by the Mere aswell.

Thanks!

Kimberley Jaynes

Marketing & Events Administrator

*Working days: Tuesday – Friday*


*c/o Diss Carnival Committee*

Diss Town Council

[11-12 Market Hill](#)

[Diss, Norfolk, IP22 4JZ](#)

Tel: 01379 643848 (ext: #205)





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**From:** Cosmo Hardy <[cosmo@foolhardycircus.org](mailto:cosmo@foolhardycircus.org)>

**Sent:** Thursday, January 25, 2024 1:17 PM

**To:** Carnival <[Carnival@diss.gov.uk](mailto:Carnival@diss.gov.uk)>

**Subject:** Re: Diss Carnival 2024 - 16th June Enquiry

Hi

Yep no problem.

We have costumes and can do a whip act and comedy knife box western theme.

Run our workshop as well.

Cosmo.

On Thu, 25 Jan 2024, 12:43 Carnival, <[Carnival@diss.gov.uk](mailto:Carnival@diss.gov.uk)> wrote:

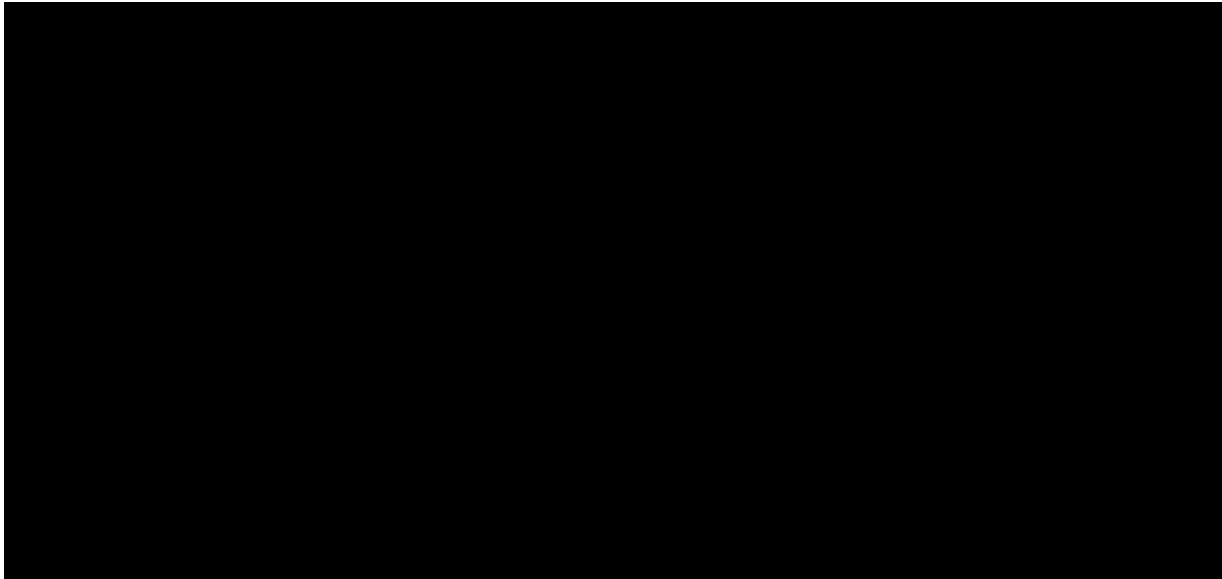
Hi Cosmo,

Happy New Year to you all!

I'm emailing on behalf of the Diss Carnival Committee as we are planning for our annual town Carnival on Sunday 16<sup>th</sup> June 2024.

The theme for this year is 'Wild West' and we're looking for entertainment acts or workshops that might fit in with the theme. We're thinking lasso, cowboys, shootouts, rodeos, country dancing, bandits etc.

We're wondering if you are able to adapt an arena performance to work with our theme in some way? The kiddies love your circus workshop by the Mere so we are interested in still having this but thought we'd discuss the idea with you first of all to see what would be feasible.



**From:** andrew rackham [redacted]

**Sent:** Monday, January 29, 2024 7:52 AM

[redacted]  
[redacted]  
[redacted]

**Subject:** Music Carnival day

I have spoken to a friend of mine who plays in a local skiffle/ Hillbilly/country type of band, about Carnival day.

The Hedge Monkey's, Alex Has seen them and they dress up for the part.

Playing 2 x1 hr sets during the day or half hr equivalent and would play some tunes during the parade for entertainment guide price £250 - £300

Could be on a trailer or back of PG's lorry with the signatories on a horse and carriage.

Think that is pretty good value entertainment

Get [Outlook for Android](#)

**From:** [Lauren Taylor](#)  
**To:** [Carnival](#)  
**Subject:** Re: Website Submission: Contact  
**Date:** 30 January 2024 12:40:16  
**Attachments:** [Western-Stunt-Show-cowboys-1.jpg](#)  
[Western-Stunt-Show-cowboys-2.jpg](#)  
[Ostrich Jockey 2.jpg](#)  
[Wild West Cowboy stilt walker.jpg](#)  
[Wild West stilt characters hats.jpg](#)  
[Surprise Line Dancers 2.jpg](#)

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Hi Kimberley,

Hope you are well and had a nice weekend.

I'm afraid our Cowboy Stunt Show are unavailable for the 16th June. I do however have the following stunt show available which may be of interest:

### **Western Stunt Show**

4 characters : £1,674

Sets: 2 x set cabaret stunt show (duration approximately 20+ minutes each show)

Sets to be performed within a 3 hour period - meet and greet, ongoing walkabout, Full interaction & photo ops throughout with occasional breaks

This group are the UK's leading team of live action performers, staging live action sequences at film premieres, in music videos, for PR stunt events, product launches, training days and the like. Technically proficient and highly professional, They have over 25 years of experience in performing stunts and live action sequences featuring incredibly realistic and dynamic unarmed combat, ear-splitting gunplay and dramatic high falls. A full script is available for review and has the option to be personalised and include information and participation from the company colleagues, it's a really great and memorable experience.

All our western stunt performers can be used for meet and greet and ambient duties as well as our sheriff or Bar Owner acting as your mc for the evening if required.

<https://youtu.be/PLvYg78JILk>

<https://www.evolve-entertainment.co.uk/act/western-stunt-show>

We have a large variety of Western themed entertainment on our books. I have popped details of some of our other available acts below:

### **Surprise Line Dance Performance**

4 x Dancers: From £3600

1 x 5 min Wild West Performances + 1 hour Line Dance Class

Our surprise wild west dance performance is a great way to kick off the entertainment and get everyone in the mood to join in with some dancing! The dancers then gather everyone together for a fun Line Dance class for 1 hour.

You mentioned flash mob....does that mean that you don't want them dressed in costume but mingling in with guests dressed as party go-ers? Or would you prefer a surprise performance so the performers can be in costume? Either way it will work fine.

During the Line Dance session, our Line Dance caller teaches the steps first and then calls them out over each song. In addition, we also have some assistant dancers who will be spaced out around the room. The number of dancers that you require depends on the number of guests and size of the room. We recommend a minimum of 4 dancers, one for each side of the room, so that the guests always have someone to copy when the dances change direction but we can provide anything from 2-20 dancers.

Additional dancers: From £400 + VAT per dancer.

<https://youtu.be/5zp6I9j0cQ0>

<https://www.evolve-entertainment.co.uk/act/wild-west-line-dancers>

### **Western Stilt Walkers**

£897 for 2x Wild West Stilt Walkers

Sets: 3 x 30 minute sets within a 4 hour window

<https://www.evolve-entertainment.co.uk/act/character-stilt-walkers>

### **Cowboy Ostrich Jockeys**

From £1,040 for 2x Ostrich Jockeys

Sets: 3 x 30 Minute Sets

Our ostrich jockeys are among some of our most popular characters, and for good reason. The sight of the world's largest avian strolling around, with a chatty rider at the reigns, provides an unbeatable comedy moment. The riders costumes will be changed to cowboys instead of the pictured

<https://www.evolve-entertainment.co.uk/act/character-stilt-walkers>

All prices are plus:

- *20% VAT*
- *Travel and parking*
- *Accommodation*
- *Congestion charge/tolls/ULEZ*

Provided by client:

- *Bottled water*
- *A safe warm indoor changing room (please note this cannot be a toilet)*
- *Payment: We require full payment up front*
- *A loading bay (please ask if this is required for most acts it isn't).*

\*\* Please note all our performers work on a first come first serve basis, so to guarantee an artist they will need to be contracted as soon as possible, otherwise they are free to accept other bookings.

\*\* Please also note that unless otherwise agreed, the above quotes are considering the performers arrive an hour prior to their first set and are able to complete their performances within a 3-4 hour time period.

Watch our latest showreel: <https://youtu.be/1c9QztU2GL4>

Kind regards,



On Mon, 22 Jan 2024 at 09:58, Lauren Taylor <[lauren@evolve-entertainment.co.uk](mailto:lauren@evolve-entertainment.co.uk)> wrote:

| Morning Kimberley,

Thank you for your enquiry.

I am checking the availability of our Cowboy Stunt Show, and will be in contact again shortly.

Watch our latest showreel: <https://youtu.be/1c9QztU2GL4>

Kind regards,



On Fri, 19 Jan 2024 at 14:31, Kimberley <[carnival@diss.gov.uk](mailto:carnival@diss.gov.uk)> wrote:

Hi Admin,

Someone has filled in the Contact form on your website. Below are the submitted details:

- First Name: Kimberley
- Last Name: Jaynes
- Email: [carnival@diss.gov.uk](mailto:carnival@diss.gov.uk)
- Phone:
- Date of event: 16/06/24
- Location: Diss, Norfolk
- Theme: Wild West
- Budget:
- Message: Good afternoon, Our annual town Carnival is taking place on Sunday 16th June 2024 in Diss. We have a large parade in the town centre and a big Fun Day on the Park with stalls, entertainment acts, music, a dog show, funfair and have-a-go activities. We're looking to book an act to perform that fits in with our theme for this year: Wild West The act can perform for up to 30 minutes and we do currently have capacity for them to do 2 performance sets in the afternoon or just 1. Please can you send us a quote of anything that may be suitable. Many thanks, Diss Carnival Committee.
- Favourites:
- Time:
- Acts interested in: Cowboy Stunt Spectacular

	Stall capacity = 50 max 7 big foodies, 2 cakes, 2 sweets, 1 doughnuts, 2 coffees							
Stall Name	Contact / Email	Type of Stall & measurements	App Form	RA	PL	Hygiene Cert	Paid	Notes
M & M Sweet Treats	[REDACTED]	Sweet Treats & Bakes. 3m x 3m plus parking van	Y	Y	Y - expires in May 2024	Y	Y £120 paid 15332	Confirmation email sent 30.01.24
Fully Loaded Fries	[REDACTED]	Loaded Fries with toppings, soft drinks in cans, Converted Horse Trailer 5m x 3m	Y	Y	Y	Y	£180 due	Confirmation email sent 30.01.24
Designer Farmer Cat Ltd	[REDACTED]	Rainbow Street Food - Kebabs, meat salad box, wraps. 3m x 3m Gazebo	Y	Y	Y	Y	£120 due	Confirmation email sent 30.01.24
Yellow Door Eats	[REDACTED]	Woodfired Pizzas - Homemade dough, various toppings with themed names 3m x 3m	Y	Y	Y	Y	£120 due	Confirmation email sent 08.02.24
Dyers Diner and Coffee Shack	[REDACTED] back up email: [REDACTED]	Burgers, Hotdogs, Bacon, Egg. Coffees, milkshakes, frappe, slushies. 3m x 4.5m	Y	Y	Y	Y	£180 due	Confirmation email sent 08.02.24
My Bubbles Waffles (bar aswell?)	[REDACTED]	waffles/ waffle cones with sweet toppings					Free pitch in return for rodeo bull, gold mining and staging	
Wonky Donkey Mobile Bar	[REDACTED]	Horsebox Bar - 6m frontage, serving at rear and side.	Y	Y	Y	Y	£350 due	Confirmation email sent 08.02.24. Serves from rear and side of horsebox*
Party In Box	[REDACTED]	Fresh candy floss on sticks in bags, 3m x 3m gazebo with generator	Y	Y	due	Y	£120 due	Confirmation email sent 30.01.24
Suffolk Village Ciders	[REDACTED]	Craft Cider in bottles and by glass on the day. 3m x 3m	Y	Y	Y	n/a - has mid suffolk alcohol	£120 due	Confirmation email sent 30.01.24
Away With The Fairies	[REDACTED]	Craft Stall 3m x 3m - handmade boho jewellery and wooden keyrings	Y	Y	Y	n/a	£60 due - will pay by bacs on 8th Feb	Confirmation email sent 30.01.24
Prettys Wax	[REDACTED]	Wax and home fragrance products. 3m x 3m Gazebo	Y	Y	Y - expires in March 2024	n/a	£60 due	Confirmation email sent 30.01.24
Grannys Little Charms	[REDACTED]	Scrabble frames, keyrings, wooden craft products, bottle openers, dog treat tins 3m x 3m	Y	Y	Y - expires Feb 2024	n/a	£60 paid by bacs 15549	Confirmation email sent 30.01.24
Rosedale Funeral Home	[REDACTED]	Teddy Tombola - Name The Bear, Lucky Dip, 3m x 5m	Y	Y	Y	n/a	£180 due	Confirmation email sent 30.01.24
Toy Stall	[REDACTED]	Toy Stall /Crafts 3m x 3m	Y	Y	Y	n/a	£60 paid by bacs 15557	Confirmation email sent 30.01.24
Abbes Attic	[REDACTED]	Handmade Recycled Vintage Jewellery for the whole family. 3m x 3m gazebo	Y	Y	Y	n/a	£60 paid by bacs 15559	Confirmation email sent 30.01.24



Stall Name	Contact / Email	Type of Stall & measurements	App Form	RA	PL	Hygiene Cert	Paid	Notes
Spie Jewels	[REDACTED]	Craft Stall Jewellery and accessories	Y	Y	Y	n/a	£60 due	confirmation email sent 08.02.24
Kingsley Homecare	[REDACTED]	Raffle, Giveaway Bags 3m x 3m	Y	Y	Y	n/a	£120 due	confirmation email sent 08.02.24
Priory Healthcare - PLATINUM SPONSOR	[REDACTED]		due	due	due	n/a	Pitch included with their platinum sponsorship	Confirmed they do want a stall - forms will be sent over to us soon
Diss Baptist Church	[REDACTED]	Stall next to colouring area					Free pitch as they are running the craft/colouring area	Confirmation email sent with application form for them to complete 08.02.24
Air Cadets							Charity Pitch	Free pitch as help on the day
Army Cadets	[REDACTED]						Charity Pitch	Free pitch as help on the day
Diss Scaffolding - PLATINUM SPONSOR							Pitch included with their platinum sponsorship	Check if they want their pitch?
<b>CHARITY PITCHES REQUESTED BELOW - TO BE APPROVED EARLY MARCH</b>								
Norfolk Blood Bikes	[REDACTED]	Information about the charity - 3 m x 3 m Gazebo	Y	Y	due	n/a	charity pitch requested - awaiting approval	holding email sent
Waveney Foodbank	[REDACTED]	Information and fundraising via collection bucket. 3m x 3m gazebo	Y	Y - not signed	Y - expires May 2024	n/a	charity pitch requested - awaiting approval	holding email sent
Phoenix Bird of Prey Rescue	[REDACTED]	Adult Tombola and kiddies game. 3m x 3m gazebo	Y	Y	Y - expires May 2024	n/a	charity pitch requested - awaiting approval	holding email sent
Royal British Legion	[REDACTED]	Charity Information and Raffle 3m x 3m	Y	Y	Y	n/a	Will not attend if have to pay - charity pitch requested - awaiting approval	holding email sent
Suffolk Owl Sanctuary	[REDACTED]	Bird of Prey rescue info, family activities and tombola, 3m x 3m	Y	Y	Y	n/a	charity pitch requested - awaiting approval	holding email sent
Royal Air Force Association	[REDACTED]	Aviation themed items and advertising work of RAFA for past and present raf members. 3m x 3m	Y	Y	due	n/a	charity pitch requested - awaiting approval	holding email sent
Norfolk and Suffolk 4 x 4 Response	[REDACTED]	3m x 4m gazebo plus a vehicle on display with a small radio controlled car course for the children to have a go	Y	Y	Y	n/a	charity pitch possible but haven't requested	holding email sent

## Sponsors

<b>Sponsor</b>	<b>Sponsor Band</b>	<b>Invoice/Receipt</b>	<b>Amount</b>	<b>VAT</b>	<b>Actual</b>
Travis Perkins	BRONZE	V-1137	£100.00	£16.67	£83.33
Pearce & Kemp	BRONZE	V-1129 Paid	£100.00	£16.67	£83.33
Larking Gowen	BRONZE	V-1136 Paid	£100.00	£16.67	£83.33
Rosedale Funeral Home	BRONZE	V-1139	£100.00	£16.67	£83.33
HL Perfitts	BRONZE	V-1140	£100.00	£16.67	£83.33
Phoenix Events East	SILVER	V-1135	£250.00	£41.67	£208.33
Baileys Fish & Chips	SILVER	V-1128 Paid	£250.00	£41.67	£208.33
Tudor Bakehouse	SILVER	V-1127 Paid	£250.00	£41.67	£208.33
Reads Property	SILVER	V-1134 Paid	£250.00	£41.67	£208.33
Adkins Opticians	SILVER		£250.00	£41.67	£208.33
Lexham Insurance	GOLD	V-1130 Paid	£500.00	£83.33	£416.67
Dipple and Conway	GOLD	V-1133 Paid	£500.00	£83.33	£416.67
Diss Scaffolding	PLATINUM	V-1131	£1,000.00	£166.67	£833.33
Priory Healthcare	PLATINUM	V-1138	£1,000.00	£166.67	£833.33
			<b>£4,750.00</b>	<b>£791.67</b>	<b>£3,958.33</b>