

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 18.05.23
Date: 03.05.23

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 18th May 2023** at **7.00pm** to consider the business detailed below.



Deputy Town Clerk

AGENDA

- 1. Apologies**
To consider apologies for absence.
- 2. Minutes**
To approve the minutes from the last meeting held on 9th May 2023. (copy herewith)
- 3. Declarations of Interest¹**
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 2023.
- 7. Procession**
 - a) To receive an update on procession entries.
 - b) To receive an update on ordering a diesel generator for DJ Sean.
- 8. Window Dressing Competition**
To receive an update on entries for the Window Dressing competition.
- 9. Member Updates**
To receive updates from committee members not reported elsewhere on this agenda.
- 10. Roles & Responsibilities**
To note updates on the 'Roles & Responsibilities' timeline spreadsheet and to allocate future tasks (copy details herewith).
- 11. Date of Future Meeting**
To note that the next meeting of the Carnival Committee will take place on **Tuesday 6th June 2023 at 7pm** which will be the final meeting before the event.

<u>MEMBERS</u>	<u>For information: Councillors</u>
<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>A. Jamieson</u>	<u>K. Murphy</u>
	<u>L. Sinfield</u>
	<u>G. Waterman</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.