

DISS TOWN COUNCIL

MINUTES

Minutes of the meeting of the **Carnival Sub-Committee** held at Diss Town Council Offices on Thursday 9th February 2023 at 7pm.

In attendance: T. Howard (TH) (Chair)
S. French (Deputy Town Clerk & Vice-Chair)
K. Jaynes (KJ)
Cllr S. Kiddie (SK)
A. Rackham (AR)
A. Jamieson (AJ)
Cllr S. Browne (SB)

CA0223/1

Apologies

Apologies were received and accepted from Ruth Ward (RW).

CA0223/2

Minutes

Members approved the minutes from the last meeting. It was.

RESOLVED: that the minutes of the meeting on 10th January 2023 were a true record and duly signed by the Chairman.

CA0223/3

Declarations of Interest

There were none.

CA0223/4

Public Participation

There was none.

CA0223/5

Items of URGENT Business

There were no items of urgent business.

CA0223/6

Finance

Committee received an update on Income and Expenditure for Carnival 2023. Committee discussed the funds for carnival and receive an update from Diss Town Council Responsible Finance Officer regarding income and expenditure.

CA0223/7

Entertainment

Committee discussed the current entertainment for Carnival, there is currently a good range of entertainment, committee agreed that there was a need for a wow factor entertainment for the arena.

a) Committee received an update on entertainment for Carnival 2023.

b) Committee considered Park Radio's involvement at Carnival 2023. It was

RESOLVED: To have Park Radio at Carnival to provide music for the Bar Area.

(Action; KJ to call the Superheroes, academy of movement)

(Action; TH to call lookalikes for Parade and walkabout)

(Action: SF to call inflatable companies for large inflatable)

CA0223/8

Stalls

Committee received an update on stall applications for Carnival 2023.

It was decided that there was an error with a costing for one of the stalls and committee agreed that this would be rectified and that the Vice Chair would contact the company with the correct price.

(Action; SF to call Fully Loaded Fries; immediately)

CA0223/9

Procession

Committee received an update on procession entries for Carnival 2023. It was agreed that SK would chase up all procession entrants from last year and KJ would send out a promo email.

(Action; SK to chase up for procession entrants; immediately)

KJ to send out promo email, immediately)

- CA0223/10 Grants**
Committee received an update on grant applications submitted for Carnival 2023.
- CA0223/11 Sponsorship**
Members received an update on sponsorship for Carnival 2023.
- CA0223/12 Member Updates**
Committee received updates from members not reported elsewhere on this agenda.
- CA0223/13 Progress Report**
Committee noted updates on the Progress Report. Committee were very pleased with the progress made with carnival so far this year and agreed that starting earlier in the year was a good plan for future Carnivals.
- CA0223/14 Roles and Responsibilities**
Committee noted updates on the 'Roles & Responsibilities' timeline spreadsheet and allocated future tasks. It was agreed that SB would contact past trophy winners to request trophies back. SB has also been tasked to liase with Park Radio regarding promo slots.
(Action; SB to contact past trophy winners to get trophies back, by next meeting and to liase with Park Radio for promo slots, ongoing)
- CA0223/15 Date of Future Meeting**
Committee noted that the next meeting of the Carnival Committee will take place on Thursday 2nd March 2023 at 7pm.

Meeting closed at: 21:20

SUB-COMMITTEE CHAIRMAN
T. Howard