

Malmesbury Carnival Procession: Saturday 3rd September 2022

Entry Form

(Please return to the address below by Saturday 20th August 2022)

BIG CHANGE FOR 2022 – COINS-COLLECTED IN-BUCKETS ONLY !!

Malmesbury Carnival thrives on the entries received for the procession. Anyone can enter, and all sorts of entries and new ideas are welcome. In previous years we've had lorries, tractors & trailers, walkers, wheelchairs, cyclists, cars, goats and an aardark (OK, we made that up...). To enter, please complete the details below. **Entry is free.**

Groups	Group Classification	Which Group is your entry in ?? (please tick below)
Group 1A	Articulated motorised vehicles (articulated lorries, articulated tractors and trailers). The whole float must not exceed 2.55 metres wide, 4.5 metres high (note overhead power lines along the route)	
Group 1B	Motorised vehicles (except disability vehicles) The whole float must not exceed 2.55 metres wide, 4.5 metres high (note overhead power lines along the route)	
Group 2	Groups of walkers, cyclists and hand propelled entries	
Group 3	Individual walkers, cyclists, hand propelled entries, decorated wheelchairs and motorised mobility vehicles.	

Prizes are awarded for each Group, see the table below. You can compete for a prize, or just enter for fun !! If you do win a prize, the full Entry must participate throughout the Procession !!

Group	Prize
One (A and B)	1 st - £100 and certificate 2 nd - £75 and certificate 3 rd - £50 and certificate
Two	1 st - £100 and certificate 2 nd - £75 and certificate 3 rd - £50 and certificate
Three	Three prizes of £25 each and certificate
Best Pub Entry	Cup and certificate
Group 3 Mobility Cup	Group 3: Best Mobility Entry. Cup and certificate
Paul Dove Award (donated by Lisa Huntly)	Most outstanding entry in the spirit of Carnival. Award and certificate
Bob Browning Award (donated by Jackie and Rob Peel)	'Wackiest entry'. Award and certificate
Steve Cox Cup (New for '22 !!)	Best walking entry

Each Entry must have an Entry Manger. The Entry Manager is the person with overall responsibility for the Entry and must accompany the Entry during the Procession. For Group 3, the Entrant is the Entry Manager.

ABOUT YOU	
NAME OF YOUR ENTRY:	
Name of Company, Club, Group, Family or Individual	
Entry Manager name	
Entry Manager address	
Entry Manager mobile	
Entry Manger email	

Declaration (to be made by the Entry Manager). I confirm that I have read and understood the Health and Safety Section (below) and that I will take responsibility for the entry, always ensuring that measures to minimise risks are taken and that the entry is operated and proceeds in a safe manner for the duration of the event.

Signed

Date

Your entry must be returned no later than Saturday 20th August to:

Carnival Procession, c/o Linzi Renshaw, 19 Willow View Close, Malmesbury, Wilts, SN16 0BZ
or emailed to procession@malmesburycarnival.co.uk

OUTLINE SCHEDULE

Times are subject to confirmation.

- 4pm
 - Road Closure of Park Road
 - Groups 1A and 1B to assemble in Park Road facing Procession route to avoid manoeuvring in a crowded area
 - Groups 2 and 3 to assemble in the Football Club off Gloucester Road (SN16 9JS)
 - First Aid in position on Park Road
- 4.30pm Judging commences
- 5pm Road closures across remainder of Procession route
- 5.30pm Judging finishes. Prize awards and press photos.
- 5.45pm First Aid moves to The Triangle
- 6pm Procession starts
- 7.30pm Procession finishes
- 8pm Roads re-open

HEALTH AND SAFETY

Carnival Committee is committed to the safe delivery of Procession for the several thousand members of the public who attend, for all float Entrants and for everyone else impacted by Procession.

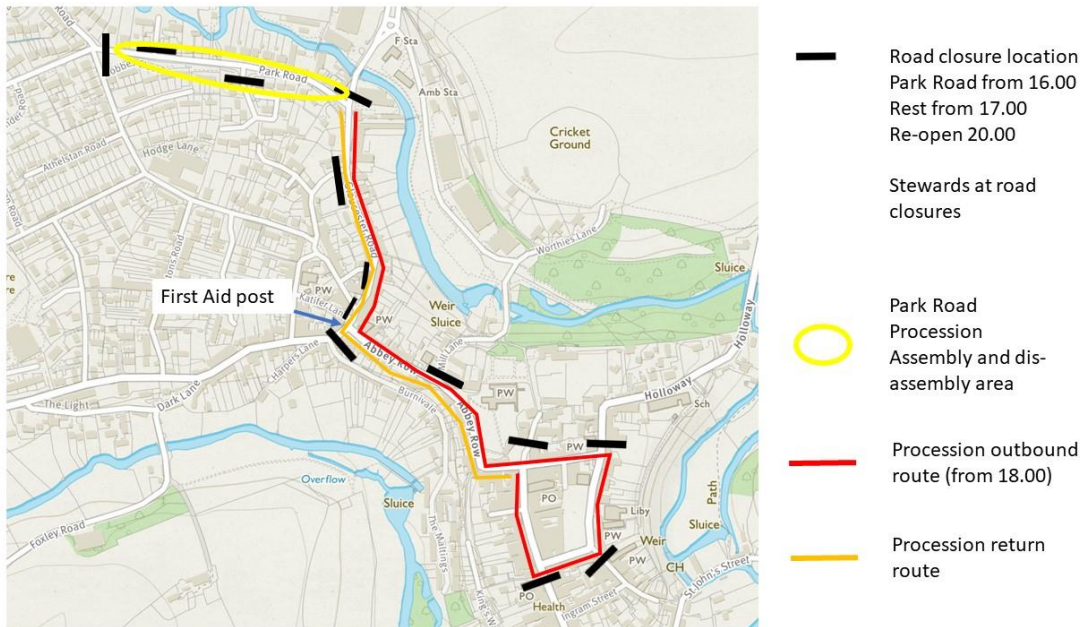
Covid-19

We're all fed up with Covid, but we've had to think about Covid risk. For example, with the kind support of the Vics football club we'll assemble walking entries in the greater space offered by the football field, rather than the Park Road business centre parking area, and we'd like coin donations direct to buckets, not thrown for collection. We've

had a think about it, **so please also think about Covid risk on your float too !! Obviously please do not attend if you feel unwell !!**

Other H&S stuff

The Procession route (see map) covers approx. 1.5 miles including up and down hill sections, and tight corners, *in particular the very tight left turn by the Market Cross (top of High St left on to Gloucester St)*. The actual Procession is expected to last from 18.00 to no later than 19.30 (roads re-open at 20.00), so no more than 1.5 hours. Additional time may be required for float assembly and dis-assembly before and after Procession. Please ensure you, those under your care and your float are adequately prepared for this, and that vehicles have sufficient fuel !!



Please also note:

- **Wheel Walkers.** Group 1 entries must include their own Wheel Walkers. The role is to keep people, especially children, away and out of danger from the vehicle and ensure the driver stops immediately, in the event of danger. (Children may run out to retrieve coins even when vehicles are passing). The Wheel Walkers must wear distinctive sashes (supplied by the Carnival committee) and have no other role, e.g. not carrying collection buckets.
 - Group 1A: Articulated lorry or tractor and trailer – 6 Wheel Walkers. One on each corner and one on each side of the rear of the traction unit
 - Group 1B:
 - All lorries. 4 Wheel Walkers – one on each corner
 - Cars and vans. 2 Wheel Walkers - one on each front corner
 - We also ask drivers to think of the risk of being struck and distracted by thrown coins. Consider keeping vehicle windows closed, or use netting protection
- **Coin collection.** In 2019, a massive £3,400 was donated during Procession !! But we need to be so careful about the means of donation and collection as in the past children have collected thrown coins from the road between moving vehicles 🧑, and people, drivers and vehicles have been struck by thrown coins 🧑. So please help us this year as **we will be encouraging donation only in to buckets carried by volunteers walking alongside the floats!!** But please, from now on **do not use nets and buckets on the floats !!** Your help will help ensure we can continue to safely run the Carnival Procession !!

- No naked flames or pyrotechnics
- Nothing to be ejected from the float which may compromise the safe enjoyment of the Procession by others
- **Car Parking.** The Station Road car park will be closed for the fun fair. Replacement parking is available at the Dyson car park off Beutell Way (SN16 9JU). This is a tarmac surface with marked capacity for ~100 cars. Temporary parking is for Saturday only and cars must be removed on Saturday.
- **First Aid.** A First Aid post will be located at Park Road from 4.30 to 5.45pm, then The Triangle from 5.45 to 8pm.
- **Toilets.** Available in the Football Club and Riverside Centre

As part of your approach, below is a guide of some things to consider while assessing the risk presented by your innovative design !!

- Entrants are responsible for the safe design of their Entries
- Please discuss with us any unusual risks associated with your Entry BEFORE the day !!
- Feel free to discuss with us any additional needs that you or those under your care may require
- Covid risk
- For Groups 1A and 1B, the vehicle must comply with Road Traffic Legislation
- Drivers of motorised floats must be able to get their vehicle and passengers round this route safely
- Note overhead power lines half way up the Gloucester Rd hill – so max float height of 4.5m
- Consider the safety of people carried on the float and how to avoid slips, trips and falls on and from the float. You should consider safety railings on flat bed vehicles
- Consider the risk presented by any moving parts
- Consider the safety of the public that the float will pass during Procession
- The float should be robust enough that stuff won't fall off (potentially injuring people) while the float goes up and down hills, round tight corners, or when braking is required
- Consider any fire risk if combustible material is present (fuel for generators, hay and straw etc.)
- Consider electrical risk from generators, particularly if 240v cables and connections are used
- Any gas appliances must carry a Gas Safe certificate – we cannot accept entries without this. Any gas cylinders must be appropriately stored on the vehicle.
- There may be other risks that your innovative design requires you to consider !!
- Weather. Make sure your float will be as safe as possible in the prevailing weather conditions.
- Alcohol. Enjoy, but in moderation, and please stay legal !!

Insurance. Please ensure your insurance covers you for entry in to the Procession

Stewards. We always need more volunteer Stewards – can you provide any volunteer Stewards ?? email us on procession@malmesburycarnival.co.uk

We really want as many floats in Procession as possible, so please email us with any queries well before 31st August at procession@malmesburycarnival.co.uk

SUSTAINABILITY

We'd love to maximise the sustainability of Carnival, so wherever possible, please follow the three R's:

- **Reduce.** Minimise waste. For example: avoid disposable cups/cutlery/containers altogether
- **Re-use.** For example: use re-fillable containers
- **Re-cycle.** For example: if necessary, use home compostable cups/cutlery/containers made from paper or wood and ensure other waste is recycled.
- Maybe even encourage your supporters to walk or cycle to Procession !!