

Malmesbury Carnival Procession: Saturday 4th September 2021

Entry Form

(Please return to the address below by Monday 30th August 2021)

BIG CHANGES FOR 2021 - COIN COLLECTION (AND COVID....)

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 and more. 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. Individual young people and adults with additional needs can be accompanied by a supervisory adult.	

Prizes are awarded for each Group as presented in the table below.

You can compete for a prize, or just enter for fun !! If you do compete for 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	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 Monday 31st 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
 - Earliest arrival of Entrants to Park Road assembly and dis-assembly area
- 4.30pm Judging commences
- 5pm Road closures across remainder of Procession route
- 5.30pm Judging finishes. Prize awards and press photos
- 6pm Procession starts
- 7.30pm Procession finishes
- 8pm Roads re-open

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 !!

HEALTH AND SAFETY

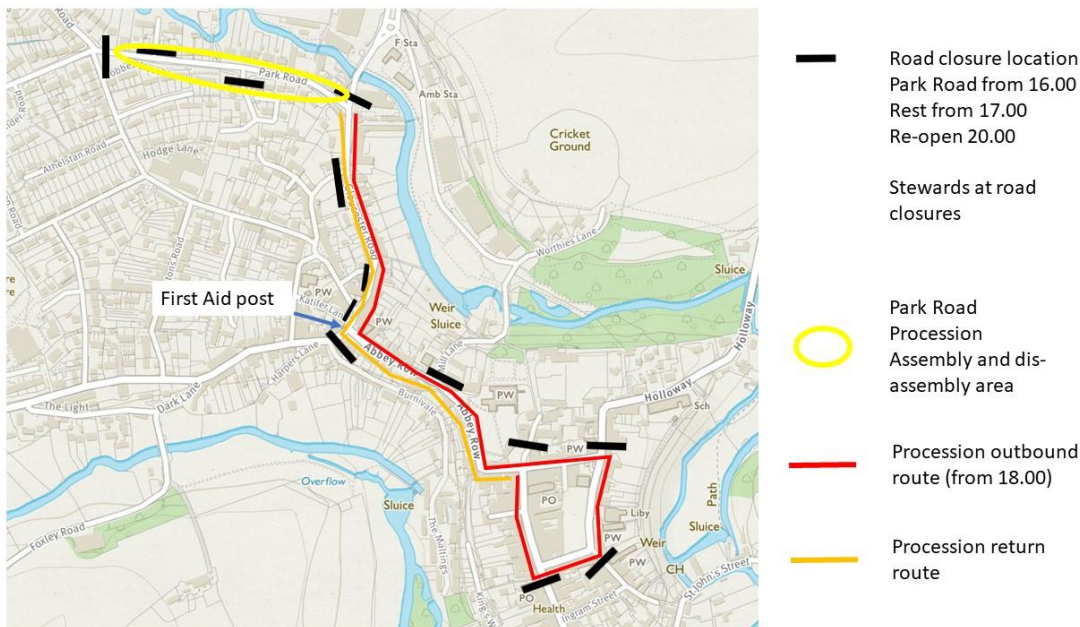
Carnival Committee is committed to the safe delivery of Procession for the several thousand members of the public who attend, for all float Entrants and for everyone else impacted by Procession.

Covid-19

We really hope that Covid-19 restrictions will have been lifted in time for Procession. Once the government confirm that Carnival can take place (Step 4 of the Roadmap), we will assess any ongoing control measures and restrictions, and liaise with Wiltshire Council to ensure that Carnival could be safely delivered. The safety of the public, crew, artists, performers and stallholders is of paramount importance. We would then advise all Entrants of the impact of this.

This means you need to think about Covid risk on your float too !!

The Procession route (see map) covers approx. 1.5 miles including up and down hill sections, and tight corners, *in particular the left turn at the top of High St onto Gloucester St.* The actual Procession is expected to last from 18.00 to no later than 20.00, so no more than 2 hours. Additional time is 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 !!



Carnival Committee will circulate an Entrant Information Pack prior to Procession containing details for the day. In addition, and as part of our approach to Health and Safety, we have to say:

- No naked flames or pyrotechnics
- Nothing to be ejected from the float which may compromise the safe enjoyment of the Procession by others
- **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** (and the more volunteers we can get the better – can you provide volunteers, or volunteer via our web site www.malmesburycarnival.co.uk) !! 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 !!

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

- Covid risk
- Entrants are responsible for the safe design of their Entries
- 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 at an approximate height of 6m
- Consider the safety of people carried on the float and how to avoid falls from the float
- 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 !!

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

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