

Dear Adam,

On behalf of the Carnival Committee, I write to request of the Policy, Governance and Finance Committee an additional grant £1000 for the carnival which would be utilised towards event costs that are absolutely essential for the safety of the general public and carnival volunteers. As such, we would use the funds to contribute towards the costs of our first aid provision (St John Ambulance) and generator for electricity.

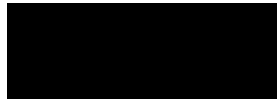
Benefits of this grant

- **Safety** – First Aid provision ensures that we are catering for all potential first aid events. The professional generator with technical support and installation ensures that the risks to the engineer, carnival volunteers and general public are reduced to As Low As Reasonably Practicable (ALARP). The generator itself will provide power for the musicians and refrigerator unit where foodstuff will be stored at appropriate temperatures.
- **Assurance and Governance** – The first aid quotation is based on recommended HSE Purple Book cover for an event of our size. The certification of the generator gives both council and carnival committee the assurance that we have a generator fit and safe for use.
- **Environmental** – The generator specification reduces carbon emissions as low as possible and ensures we do not need multiple, diesel generators across the Leys adding CO2 and noise pollution.
- **Community** – This funding signals to the community the partnership and commitment of both Witney Town Council and our committee to providing safe, fun and free entertainment in the centre of the town, with any funds raised during the day being invested back to the charitable aims and activities of the four organising groups who make up the carnival committee (Witney Rotary Club, The Lions Club of Witney, Witney Roundtable and Witney RAF Air Cadets).

We appreciate the time taken by the councillors and officials in considering this grant request and should there be any questions, please do not hesitate in contacting me.

Yours sincerely,

Mike [Caffrey]
(for Witney Carnival Committee)



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