Appendix 4

Traffic Management Procession

4.1.1 Procession Route
4.2.1 Road Closure Schedule 2017
4.2.2 Closed Roads
4.2.3 Road Closure Schedule - Actual Times
4.4.1 Diversion Routes
4.5.1 Emergency Routes
4.6.1 Diversion Route Junctions
4.6.2 Procession Route Junctions
4.6.3 Other Junctions
4.8.1 Parking Restrictions
4.9.1 Car Park Access & Exit
4.9.2 Car Park Signage
4.10.1 Park & Ride Routes
4.11.1 Coach park Routes
4.12.1 Traffic Management Risk Assessment
4.12.2 Marshals Instructions
4.12.3 Sample TM Leader Instruction
<table>
<thead>
<tr>
<th>ROADS TO BE CLOSED</th>
<th>FROM</th>
<th>TO</th>
</tr>
</thead>
<tbody>
<tr>
<td>St Matthews Field</td>
<td>03/11/17 18:30</td>
<td>03/11/17 20:30</td>
</tr>
<tr>
<td>West Street (From Broadway to St Matthews Field)</td>
<td>03/11/17 19:30</td>
<td>03/11/17 20:30</td>
</tr>
<tr>
<td>Haygrove View</td>
<td>03/11/17 17:00</td>
<td>03/11/17 20:30</td>
</tr>
<tr>
<td>Parkway (Northbound, Westonzoyland Road to Bincombe Road)</td>
<td>04/11/17 08:00</td>
<td>04/11/17 10:00</td>
</tr>
<tr>
<td>High Street, Cornhill, Lamb Lane &amp; Clare Street</td>
<td></td>
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<tr>
<td>Parkway (Northbound, full length)</td>
<td>04/11/17 10:00</td>
<td>05/11/17 01:00</td>
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<tr>
<td>Wyndham Road</td>
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<td>Frederick Road (Wyndham Road to Parkway)</td>
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<tr>
<td>Knowle Road</td>
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<tr>
<td>Trevor Road (Knowle Road to Parkway)</td>
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<tr>
<td>Bath Road (Monmouth Street to Bower Lane)</td>
<td>04/11/17 12:00</td>
<td>05/11/17 01:00</td>
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<tr>
<td>Westonzoyland Road (Eastern Avenue to St John Street)</td>
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<tr>
<td>Parkway: Southbound (Bath Road to Sydenham Road)</td>
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<tr>
<td>Monmouth Street</td>
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<td>Broadway</td>
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<td>Blake Place (at junction with Monmouth Street)</td>
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<td>Taunton Road (Showground Roundabout to St Mary's Street)</td>
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<td>St Mary's Street</td>
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<td>Penel Orlieu</td>
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<td>Mount Street</td>
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<td>Northgate</td>
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<td>Chandos Bridge</td>
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<td>East Quay</td>
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<td>Wylds Road</td>
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<td>Dampiet Street (George Street to St Mary's Street)</td>
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<tr>
<td>Old Taunton Road (Taunton Road to Broadway)</td>
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<td>Eastover</td>
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<td>St John Street</td>
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<td>The Clink</td>
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<tr>
<td>Bristol Road (Wylds Road to the Cross Rifles roundabout)</td>
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<tr>
<td>Salmon Parade (at junctions with Broadway)</td>
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<tr>
<td>The Drove</td>
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<tr>
<td>Haygrove View</td>
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</tr>
</tbody>
</table>
Bridgwater Guy Fawkes Carnival

Appendix 4.2.2 Closed Roads and Closure Points

<table>
<thead>
<tr>
<th>Closure Point No</th>
<th>Location</th>
<th>Closure time</th>
<th>Closure Point No</th>
<th>Location</th>
<th>Closure time</th>
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<tbody>
<tr>
<td>1</td>
<td>A39 (Bath Road)/Kingsdown</td>
<td>1800 hours</td>
<td>7</td>
<td>A39 (Broadway)/Penel Orliu</td>
<td>1800 hours</td>
</tr>
<tr>
<td>2</td>
<td>Parkway (Northbound)/Sydenham Road</td>
<td>1800 hours</td>
<td>8</td>
<td>A39 (Broadway)/Friarn Street</td>
<td>1800 hours</td>
</tr>
<tr>
<td>3</td>
<td>A38 (Bristol Road)/The Drove</td>
<td>1800 hours</td>
<td>9</td>
<td>A372 (St John Street)/Barclay Street</td>
<td>1800 hours</td>
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<tr>
<td>4</td>
<td>A38 (Bristol Road)/Wylds Road</td>
<td>1930 hours</td>
<td>10</td>
<td>A38 (Taunton Road)/Elmwood Avenue</td>
<td>1900 hours</td>
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<tr>
<td>5</td>
<td>A39 (The Drove)/Wylds Road</td>
<td>1800 hours</td>
<td>11</td>
<td>Cornhill/High Street</td>
<td>0800 hours</td>
</tr>
<tr>
<td>6</td>
<td>Northgate/The Clink</td>
<td>1800 hours</td>
<td>12</td>
<td>Parkway procession assembly area</td>
<td>From 0800 hours</td>
</tr>
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<td>ROADS TO BE CLOSED</td>
<td>FROM</td>
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<tr>
<td>St Matthews Field</td>
<td>03/11/17 18:30</td>
<td>03/11/17 20:30</td>
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<tr>
<td>West Street (From Broadway to St Matthews Field)</td>
<td>03/11/17 19:00</td>
<td>03/11/17 20:30</td>
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<tr>
<td>Haygrove View</td>
<td>03/11/17 17:00</td>
<td>03/11/17 20:30</td>
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<td>Parkway (Northbound, Westonzoyland Road to Bincombe Road)</td>
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<td>04/11/17 10:00</td>
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<td>High Street, Cornhill, Lamb Lane &amp; Clare Street</td>
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<tr>
<td>Parkway (Northbound, full length)</td>
<td>04/11/17 10:00</td>
<td>05/11/17 01:00</td>
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<td>Frederick Road (Wyndham Road to Parkway)</td>
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<td>Knowle Road</td>
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<td>Trevor Road (Knowle Road to Parkway)</td>
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<tr>
<td>Broadway (Salmon Parade to Monmouth Street - Northbound)</td>
<td>04/11/17 14:00</td>
<td>05/11/17 01:00</td>
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<tr>
<td>Monmouth Street (Northbound)</td>
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<tr>
<td>Blake Place (Capes Close to Monmouth Street)</td>
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<tr>
<td>Bath Road (Monmouth Street to Bower Lane)</td>
<td>04/11/17 18:00</td>
<td>05/11/17 01:00</td>
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<tr>
<td>Westonzoyland Road (Eastern Avenue to St John Street)</td>
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<tr>
<td>Parkway: Southbound (Bath Road to Sydenham Road)</td>
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<td>Monmouth Street (Southbound)</td>
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<td>Taunton Road (Showground Roundabout to St Mary's Street)</td>
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<tr>
<td>Old Taunton Road (Taunton Road to Broadway)</td>
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<td>Eastover</td>
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<td>Town Bridge</td>
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<td>The Clink</td>
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<tr>
<td>Bristol Road (Wylds Road to the Cross Rifles roundabout)</td>
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<tr>
<td>Salmon Parade (“Old” Hospital Car Park to Broadway)</td>
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<tr>
<td>Salmon Parade (Lime Kiln Inn to Broadway)</td>
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<td>The Drove</td>
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<tr>
<td>Haygrove View</td>
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</tbody>
</table>

Version 2014
To Westonzoyland, etc via A39, A361, A372

From A361
Bridgwater Carnival 2017
Appendix 4.5.1
Emergency Routes

[Map of Bridgwater with marked Emergency Routes and Bridgwater Hospital]
Bridgwater Guy Fawkes Carnival

Appendix 4.6.1

Diversion Route junction Signage
Westonzoyland
Road
Bower Lane
Junction 53

Through
Traffic
Follow
Diversion

Road
Ahead
Closed

Bridgwater
Carnival

Car Parking
Follow
P

Bridgwater
Carnival

Coach parking
Follow
Premier
Blue
College

Bridgwater
Carnival

Town Centre Car Parks Full
For Car Parking
Follow
P

Bridgwater
Carnival

Town Centre Closed
3rd November
6.00 to 01.00

Dunwear
Lane

Bower
Lane

A372

Westonzoyland
Westonzyoland Road/Eastern Avenue
Junction 54

Diversion

Road Closed

Diversion Ends

Eastern Avenue
Westonzoyland Road

Old Westonzoyland Road

Diversion

Road Ahead Closed

Westonzoyland Road/Parkway
Junction 55
Installation Post Procession

Diverted Traffic

Parkway
Bower Lane/Whitfield Road
Junction 56
Install at 1800
Bath Road/Kings Down Junction 43
Install at 1800

Bath Road

Diverted Traffic

Closed Road

All Traffic
A39 Bath Road/Crandon Bridge
Junction 75
Install at 1800

Road Ahead Closed

M5/A372

A39 west
A38 Diversion

Road Ahead Closed

A39 Bridgwater

M5, Puriton

A39-Glastonbury
Install at 1800

For A38 (south) Use M5 Exit Junction 24

For A372 Follow A39/A361

P & R

For A38 (south) Use M5 Exit Junction 24

M5 North

M5 South

Bridgwater

P & R

For A372 Follow A39/A361

A39 (west)

P & R

Exit Junction 24
Bristol Road/Kingsdown Junction 78
Install 1800 hours

A38 North

A38 South

Kings Down

Road Closed

Access Morrisons & Residents Only
Express Park

A38 North

Gerber Roundabout
Junction 79
Install at 1800

Bridgewater Centre Closed
Town Centre Closed
Bridgewater Centre

Wireworks Estate, etc

Bristol Road

Bristol Road

Bristol Road

Bristol Road

Bristol Road
5. Bristol Road/Wylds Road
Install at 1930

5. Bristol Road/Wylds Road
Install at 1930
6. The Drove/Wylds Road Install at 1800 hours
Western Ave/Chilton Street
Junction 58
Install at 1800
A39 Minehead

Quantock Road Roundabout
Junction 60
Install at 1800

Diversion Ends

Diverted Traffic

Road Ahead Closed

Western Avenue

Quantock Road
A38 Dawes Farm Roundabout
Junction 80
Install at 1800

For A38 (North)
A39
A372
Use M5 J23

Bridgwater Carnival Park & Ride

Bridgwater Carnival Town Centre Closed 3rd November 1730 to 0100

A38 Bridgwater

Road Ahead Closed

Services, etc

A38 North Petherton

Bridgwater Carnival

Park & Ride

Market way

to M5 J24

x2
Junction 24, M5
Junction 81
Install at 1800

M5 North

M5 South

Bridgwater

For Minehead
Exit M5 J25

Bridgewater Carnival
Park & Ride
Parking Via M5 J23

For A38 (North)
A39 (East)
A372
Use M5 J23

Bridgwater Carnival
Town Centre Closed
3rd November
1730 to 0100

Carnival Parking
Via M5 J23

Parking & Park Ride

Bridgewater Carnival Parking
Via M5 J23

Dimension Ends
Bridgwater Carnival Town Centre Closed 3rd November 1730 to 0100

For M5, A38, A39 (W)
Follow A361/A39 Diversion

Othery Junction 82
Install at 1800
Westonzoyland Road

Moorland Road

Mendip Road

Sydenham Road

Deacon Road

Bower Ave

Baerford Road

Sydenham Road

Parkway Junction 83

Installation at 0800

Road Closed

Road Ahead Closed
Bridgwater Guy Fawkes Carnival

Appendix 4.6.2

Procession Route Junction Signage
Bath Road/Parkway Junction 15
Installation at 1800 hours
Road Closed
Bath Road
Bath Road/Parkway Junction 15
Installation Post Procession

Equipment As 1800

Bath Road

Road Closed

Parkway Southbound

Sydenham Road
Cross Rifles
Junction 18
Installation at 1800

The Clink
Bristol Road
Emergency access

Cross Rifles
Monmouth Street
Emergency access

Bath Road
Polden Street
Emergency access

Road Closed

Crowd Control
Monmouth Street/Blake Place
Junction 63
Installation at 1400
Monmouth St/Eastover
Junction 19

Install Post Procession

Eastover

Church Street

St John Street

Road Closed

Road Closed
Taunton Road
Junction 21
Install at 1600
Taunton Road
Junction 21
Post procession

Road Closed

Broadway

Morrisons

Taunton Road
Closed Road
Road Closed

Old Taunton Road

Petrol Station

Broadway/Old Taunton Road Junction 70
Install at 1800
Road Closed

Taunton Road/Old Taunton Road
Junction 71
Install Post Procession
Friarn St

St Mary Street (Cornhill)

Road Closed

Dampiet St/St Mary Street
Junction 22
Install Post Procession

St Mary Street (Taunton Road)
St Mary Street/Little St Mary Street Junction 23
Install at 0800 and Post Procession
Penel Orlieu/Mount Street
Junction 27
Install at 1800

Mecca
Mount Street
Old Market (Blue Boar The Market)
Market St
High St
Mount Street/Angel Place
Junction 29
Install at 1800

Road Closed
Mount Street/Angel Place
Junction 29
Install at 1930
Road Closed
Mount Street/Angel Place Junction 29
Install Post Procession
Mount Street/The Splash (W)
Junction 30
Install at 1800

Road Closed

Mount Street
Mount Street/The Splash (W)
Junction 30
Install at 1930
Mount Street/The Splash (e)/Castle Moat
Junction 31
Install at 1800

Road Closed

The Splash (E)

Castle Moat

Mount Street
Mount Street/The Splash (e)/Castle Moat
Junction 31
Install at Post Procession

The Splash (E)

Castle Moat

Mount Street
1. The Clink/East Quay
Bridgwater Guy Fawkes Carnival

Appendix 4.6.3

Other Junctions Signage
Knowle Road
Trevor Road
To Bath Road
Manor Road
Frederick Road
To Bath Road
Parkway

Knowle Road Area
Junction 66
Installation at 1200
Road Closed
Road Closed
Road Closed
Road Closed

Parkway/Sydenham Road
Junction 50
Install at 1800
Chilton Street/The Docks
Junction 74
Install at 1800

Chilton Street

Kendale Road

Russell Place

Chiton Street

Closed ahead
Road
Penel Orlieu
North St
Road Closed

Broadway/Penel Orlieu
Junction 45
Install at 1800

West St
Road Ahead
Road Closed

Broadway
Road Ahead
Road Closed

Penel Orlieu
Road

North St
Broadway/Friarn Street
Junction 46
Install at 1800
The Clink

Retail Park

Sainsbury’s

Gateway

The Leggar Junction 44
Post procession

Exit Route during evening and until Cross Rifles is opened

Road Closed

The Clink
The Clink
Retail Park
Sainsbury's
The Leggar Junction 44
Post procession
Gateway
Exit routes when cross rifles opened
The Clink
Church Street

Eastover/ Church Street
Junction 63
Installation at 1800

Eastover

Church Street
Barclay Street

St John Street/Barclay Street
Junction 49
Installation at 1800
Lamb Lane
Junction 65
Install at 0800
Bridgwater Guy Fawkes Carnival

App 4.8.1 Schedule of roads with parking restrictions

**3rd November 2017 1530 to 2030**
Northfield (East side)
West Street (Westover Green to St Matthews Field)
St Matthews Field (both sides)
Durleigh Road (South Side from St Matthews Field to Woodbury Road)
Durleigh Road (North Side from Woodbury Road to Haygrove Park)

**4th November 2017 0630 to 0100**
Parkway
Wyndham Road
Fairfax Road (from Parkway to Wyndham Road)
Frederick Road (at junction with Fairfax Road)
Knowle Road
Trevor Road
Old Westonzoyland Road
Eastern Avenue
Whitfield Road
Bower Lane
Bath Road
Bristol Road (Cross Rifles to Express Park)
St. Mary Street
Penel Orlieu
Boards Road
East Quay
The Drove
Wylds Road
Western Way (for 100m west from the junction with Wylds Road and The Drove)
St Matthews Field
Kings Down
The Leggar
Albert Street
Quantock Terrace (The Drove to The Leggar).
Friarn Ave (Albert Street to YMCA)
Bridgwater Carnival

Car Park Exit Routes

- A38 (South)
- M5 (North & South)
- A39 (West)
- A38 (North)
- M5 (North & South)
- A39 (East)
- A38 (North)
- M5 (North & South)
- A372
- Sainsburys' Bridgwater Retail Park
- Bridgwater College
- ASDA
- Mount Street (E & W)
- Northgate
- B & M Morrisons
- St Matthews Field
- Morrisons
Bridgwater Guy Fawkes Carnival

Appendix 4.9.2

Car Park Junction Signage
Western Ave/Wembdon Road
Junction No 59
Gerber Roundabout
Junction No 88
The Leggar
Junction 44
Wembdon Rd/North Street
Junction no 89
Broadway/Penel Orlieu
Junction no 45
Broadway/Morrisons
Junction no 47
Bridgwater Guy Fawkes Carnival

App 4.10.1 Park & Ride Routes

A. J24 P&R
B. J23 P&R
Bridgwater Carnival

Appendix 4.11.1

Coach Parking and Access Routes

Key

Broadway (Access from 1400 to 1900)  Access Route  Exit Route
Monmouth Street (Access from 1615 to 1730)  Access Route  Exit Route
Bridgwater College (Access from 1615 to 1730)  Access Route  Exit Route
## Activity Risk Assessment

**Traffic Management Installation**  
**Chris Mockridge**  
**Generic**

### Hazard

<table>
<thead>
<tr>
<th>Area of Consideration</th>
<th>Hazard</th>
<th>Initial Risk Rating</th>
<th>Control Measures</th>
<th>Residual Risk Rating</th>
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</thead>
<tbody>
<tr>
<td>Workforce- Setting Up</td>
<td>Setting Traffic Management (TM)/ Crossing Carriageway</td>
<td>✓</td>
<td>Use Pre Job Briefings to ensure all members of working party are adequately informed of procedures and safety. At least 1 member of each team trained/licensed to DT12 standard. HI visibility garments to be correctly worn at all times Set out TM in times of low risk Face oncoming traffic</td>
<td>✓</td>
</tr>
<tr>
<td>Workforce- Closure manning</td>
<td>Workforce in Road</td>
<td>✓</td>
<td>Use Pre Job Briefings to ensure all members of working party are adequately informed of procedures and safety. HI visibility garments to be correctly worn at all times Face oncoming traffic At “higher” risk junctions be supported by Officers of Avon &amp; Somerset Constabulary Maintain radio contact with Carnival Control</td>
<td>✓</td>
</tr>
<tr>
<td>Motorist</td>
<td>Lack of warning of workforce in road Equipment in carriageway during installation</td>
<td>✓</td>
<td>Use conspicuous vehicle with beacons Install signs in correct order and at correct distance Set up safety zones</td>
<td>✓</td>
</tr>
<tr>
<td>Area of Consideration</td>
<td>Hazard</td>
<td>Initial Risk Rating</td>
<td>Control Measures</td>
<td>Residual Risk Rating</td>
</tr>
<tr>
<td>-----------------------</td>
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<tr>
<td></td>
<td></td>
<td>High</td>
<td>Med</td>
<td>Low</td>
</tr>
<tr>
<td>Pedestrians</td>
<td>Pedestrians stepping into carriageway during installation</td>
<td>✓</td>
<td></td>
<td></td>
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<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Overhead services</td>
<td>None affected in this operation</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Plant &amp; equipment</td>
<td>TM Vehicles, signs, cones, etc becoming an obstruction</td>
<td>✓</td>
<td></td>
<td></td>
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<td></td>
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<td></td>
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<tr>
<td>Noise &amp; Dust</td>
<td>Noise and fumes from generators Dust from general traffic</td>
<td>✓</td>
<td></td>
<td></td>
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<td></td>
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<td></td>
</tr>
<tr>
<td>Substances &amp; Materials</td>
<td>Fuels/oils for generators &amp; sand for sandbags coming into contact with skin</td>
<td>✓</td>
<td></td>
<td></td>
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<td></td>
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<td></td>
</tr>
<tr>
<td>Lifting &amp; Carrying</td>
<td>Signs, Cones, Sand bags, Traffic Light head, Generator being heavy &amp; sharp edged</td>
<td>✓</td>
<td></td>
<td></td>
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<td></td>
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</table>
## Bridgwater Guy Fawkes Carnival
### Traffic Management Risk Assessment

<table>
<thead>
<tr>
<th>Area of Consideration</th>
<th>Hazard</th>
<th>Initial Risk Rating</th>
<th>Control Measures</th>
<th>Residual Risk Rating</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Ground and/or road surface condition</td>
<td></td>
<td>Wear correct non-slip footwear</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Slips, Trips and Falls on kerbs, cats eyes</td>
<td>✔</td>
<td>Walk, not run</td>
<td>✔</td>
</tr>
<tr>
<td></td>
<td>Slippery/soft ground conditions</td>
<td></td>
<td>Climb on/off vehicles, do NOT jump</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Personal Protective Equipment required</td>
<td></td>
<td>Be aware of route</td>
<td></td>
</tr>
<tr>
<td></td>
<td>High visibility clothing to Class 3 spec, protective footwear, gloves, overalls</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Bridgwater Carnival Marshals Instructions

Saturday 4th November 2017

Introduction

Welcome and thank you for assisting and supporting Bridgwater Carnival 2017, we look forward to a dry, safe and successful event.

Remember SAFETY is and always will be our number one priority. Safety extends not just to our spectators and the entrants, it also relates to you and your personal safety and to your colleagues.

In the unlikely event of an incident occurring you should be prepared to act safely, promptly, sensibly and reasonably. Please remember to think before you act and tell someone what
you are about to do: Assess – Communicate – Action. An effective marshal is one who knows at all times where the crowd is in relation to the procession and who has built a good rapport with the crowd in his/her vicinity. The relationship you have built with your crowd can also help enormously if you need to deal with an unsavoury character or need cooperation to move the spectators to a different part of the route. After the procession has passed the part of the route you are marshalling, I would really appreciate it if you could assist with the dismantling of the nearest junction/area where you are located. Your assistance may also be required to help marshal a temporary road closure barrier.

After the squibbing and once you have been formally relieved of your marshalling duties, you are invited into Bridgwater Town Hall for some refreshments and to hear the carnival results. I would also like to invite you to attend the post Bridgwater Guy Fawkes Carnival party which is being held at The Carnival Inn (JD Wetherspoons) on carnival night and starts at 11pm. Please do let me know if you would like to attend, so I can arrange your entry wristbands.

Basic Requirements

As a marshal you will be required to assist and supervise members of the public and therefore need a lot of self discipline to do so.

Please do NOT drink alcohol either before or during the procession. Remember, alcohol may well cloud your judgment. Please do NOT smoke in public. It looks unprofessional and may

Finally on behalf of everybody associated with Bridgwater Guy Fawkes Carnival Committee, I would like to personally thank you for your flexibility and continued support with this year’s carnival. We do really appreciate your efforts.

Have a safe, enjoyable and incident free carnival.

See you at Bridgwater Carnival 2018 on Saturday 3 November.

Gary Stephens
Procession Director

Key contacts:
If you need to get hold of the procession organisers during the event and are unable to contact them on the radio, please telephone:-
Malcolm Cattle  President  07971 515291
Gary Stephens  Procession Director  07711 446930
Chris Mockridge  Traffic Officer  07773 366720
hinder your movements in the event of an incident. Additionally, smoking may create an unnecessary danger in the event of spilt flammable liquids.

If you are given an area of the route to be responsible for, do not loiter in one spot, keep on a regular patrol over a distance of a few metres and build a good rapport with the spectators. If you stay in one place you may block the view of the spectators and cause an obstruction to those watching.

Remember, that a good marshal is helpful, informed about the Carnival and fully aware of what is going on around him/het

Work as a team with your colleagues and the wider Carnival Team and remember that you need to use common sense, discretion and sensitivity at all times.

You should be prepared to cooperate with the Emergency Services and should take a proactive, friendly approach to all spectators and participants

**Some Do’s**

- Do be informed about your role
- Do inform your team leader of any injuries
- Do get the briefing/training you need
- Do be prepared to be moved to other locations
Do keep your area safe

Do look after yourself first.

Do stay alert

Do be appropriately dressed

Do take snacks and drinks

Do be prepared to be on your feet for a long period

and Don’ts

Don’t put your own health and safety at risk

Don’t attempt anything you are not trained for

Don’t use violence as a resolution. Walk away and get help

Don’t leave your position without advising your team

Leader

The Route

You will be provided with a map detailing the route the procession takes, together with the location of coach, grandstands, car parks, toilets, first aid posts and breakdown tractors (two of which will be in the procession).

The Route

It is anticipated that the main procession will reach the following points/times:

<table>
<thead>
<tr>
<th>Location</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cross Rifles</td>
<td>19:20 h</td>
</tr>
<tr>
<td>St John St</td>
<td>19:37 h</td>
</tr>
<tr>
<td>T/ton Rd Junction</td>
<td>19:48 h</td>
</tr>
<tr>
<td>Dampiet St</td>
<td>19:52 h</td>
</tr>
<tr>
<td>Cornhill</td>
<td>19:56 h</td>
</tr>
</tbody>
</table>

Procession Finish 22:30 hours

The procession will take approximately 2.5 hours to pass any one viewing point.
**Equipment/Duties**

If you have been given a high visibility waist coat by us, please return it to Signing On after use.

All the equipment needed to set out your junction will be supplied by your Team Leader, who will also have a drawing of the layout of the junction.

**Road Closures**

For the procession roads will be closed to traffic from 1800 hours, however it is possible that all the closures will not be in place until 18:15 hours so care must be taken at all times when in the roadway. When it is safe to do so, junctions can be set up in accordance with the drawings held by your team leader.

**Duties**

Once the junction has been set, you may be asked to patrol an area to keep the crowds at a safe distance from the procession as it passes along the route. Your team leader will have more details.

If you are given an area of route to look after, do not loiter in one spot, keep on a regular patrol over a distance of a few metres and build a good rapport with the spectators. If you stay in one place you may block the view of the spectators and therefore will not be popular!

After the procession has passed, you **WILL** be asked to assist with the dismantling of the junction.

**Communications**

Communications with marshals are conducted by two way radio through our Control Room at Bridgwater House.

Your team leader will have a radio.

This year to assist with communications with the crowd, public address systems will be set up at the Cross Rifles, Eastover/Broadway junction, Mount Street and the High Street which will be operated by the Control Room. Other junctions may have hand held megaphones.

**Dealing with the crowd**

Communicate............

When dealing with the public adopt an even handed and friendly approach. Talk to the people in your area and get to know some of the faces in the crowd, and ensure that should difficulties arise, you have some allies.

Advise the people what you are going to do before you do it and why. This may involve opening a way out of the route for emergency vehicles or it may be that an entry needs to leave the route, for example.

Use every day courtesy. Say please and thank you. This will achieve far more than by attempting to shout orders.
Tell members of the crowd where the toe line is, if possible get those with chairs along it to form a natural barrier.

When speaking to members of the public please be

**Polite, Positive**

and if need be **Assertive,**

**BUT NOT ABUSIVE.**

**First Aid**

It is unlikely that you will be called upon to perform any first aid. You may however be asked to pass a message for help. There are ambulances locations around the route. Help can be summoned via your team leader and our control team (please see map for locations).

Every incident must be treated on its merits, but generally it is suggested that the following points be observed:

- Ensure that the casualty is not in a position where further danger or likelihood of injury might occur.
- Other than the point above, do not move the casualty other than to

- a) ensure that their airway is clear and that they are breathing
- b) that they have a pulse
- • Clear sufficient space to allow access for First Aiders or Ambulance

Please also see the check list in appendix 1 at the end of this booklet

**Fire**

You do not have a responsibility to fight any fire. Any fire on an entry should be dealt with by the ground crew with the entry, who know where the extinguishers are and what parts of the entry are combustible.

You should concentrate on public safety, which means preventing panic, clearing the crowds from the immediate vicinity and preparing an access route for the fire appliance.

Summon assistance via the team leader/Police Officers.

Stop the procession as far back from the fire as possible. Allow those who have passed the site to pull away as quickly as possible, this is the probable entry route for the Fire Brigade.

**Lost Children**

Wristbands will be distributed to parents for children to wear. Parents will be encouraged to write their mobile number on them to enable marshals to contact them directly in the event a lost
child is discovered. If a child is passed to you as being “lost” immediately notify your team leader who will in turn notify Control.

**With the assistance of a colleague** keep the child in the area where it was found and question the crowd and try the contact number if one exists. It is probable that the parents will be looking for them.

Should these actions be unsuccessful at the Town Hall there will be an area designated for Lost Children. Control will notify your team leader if the child is to be taken there. If you are advised to take the child to the Town Hall ensure that a colleague goes with you.

If you receive a report that a child has been lost again notify your team leader and await further instructions.

**Squibbing**

The squibbing is programmed to take place between 15 and 30 minutes after the end of the procession.

If you are assisting with the marshalling please assemble at the rear of the Town Hall.

**Gaps**

Gaps will kill carnival......................

The gaps in the procession between entries are inevitable but we have been informed via the police that we must control them. The clubs have been informed that a gap between entries of 20 meters is acceptable and that they will be penalised if a greater gap is created. Penalties can be applied if a club is deemed to have consistently kept a bigger gap from the entry in front of more than 20 metres. Control need to be told on every occasion when there is a gap of more than 20 metres between entries via the divisional Marshal or team leaders.

**Divisional Marshals**

There will be two marshals dedicated per division designated to manage any gaps as the procession progresses through the route, and their task will be to monitor the gaps and any incidents that may occur within their division. The creation of these divisional marshals does not preclude you from monitoring gaps.

If you see a gap that appears to be bigger than 20 metres have a word with the divisional marshal or your team leader and ask him to approach the club road crew captain who should be wearing an orange tabard. Your team leader will also notify control.

**Emergency Vehicles**

In the event of an Emergency Vehicle required to pass through the procession, direct the carts to their LEFT. When directing carts please remember, that because they are up to 100 feet long it will take almost another 100 feet to get tight in to the side of the road.
Be also aware of obstructions on the side of the road, lamp posts for example.

Should you need to stop an entry do NOT run in front of it, ask your team leader to approach the road/ground crew for their assistance.

**Breakdowns**

If a cart should breakdown, you have been provided with a map showing all the locations of the breakdown vehicles. In the first instance report the breakdown to your team leader who will advise control whether assistance is needed. Please have patience with the club because a breakdown in procession is a very stressful occasion. Liaise with the Road Crew captain at all times.

**Health & Safety**

Despite the organisers taking all reasonable precautions, unavoidable accidents can happen. In respect of these you are present at your own risk.

It is a requirement that EVERY person participating in the Bridgwater Carnival, whether employed or voluntary, shall take reasonable care for the health and safety of themselves or other persons who may be affected by his/her acts or omissions during the operations of this event.

**And finally.........Your support is appreciated**

You are invited back to the Town Hall at the end of the evening for the announcement of the results.

There will be a buffet available and also a licensed bar. We hope that you have enjoyed yourselves and had a safe and incident free night. Once again thank you for your help

**Appendix 1**

**Guidance for Requesting Medical Assistance**

The following information should be passed without delay to your control:

**Exact location** – Include landmarks and best access

**Type of Incident** – e.g. Fall, Collapse etc.

**Is patient Breathing**

**Is patient responsive** – i.e. talking normally and alert

**Is patient walking** – i.e. can they be taken to nearest St John vehicle
Once assistance has been called stay with the patient, keep them warm and comfortable; update any change better or worse in their condition.

Marshal crowds and facilitate access for emergency services as appropriate

If the patient is NOT Breathing and help is not readily available....

Appendix 2

Your notes
Team Leader
2017

Bath Road/Bower Lane

Brian Stephens
Paul Clare
Thank you for your assistance with this year’s Carnival.

Enclosed are:

1. A sample of an access all areas pass
2. A map showing the extent of the closed roads and the diversion routes around the town.
3. A drawing showing where equipment has been delivered
4. Drawings showing installation of equipment

**Closures**

At 1800 hours the closure at the junction of Bath Road and Bower Lane should be installed as per the enclosed drawing.

**This year we do not have use of the Car Park at Cellophane gate 2 for the public to use.**

For safety of those assembled in UCB access road NO VEHICLES SHOULD BE ALLOWED PAST AFTER THIS TIME FOR ANY REASON apart from authorised vehicles

Fifteen minutes after the procession has left Parkway the dual carriageway will be reinstated. Once that has occurred your closure can be lifted. You should liaise with Control, the Team Leader at Bath Road/Parkway and the Roving Crew.

Please notify Control when your closures have been installed/removed.

**If the assistance of the Police is required at any time please contact Control.**

**Communications**

Your radio will operate on Channel 1.

Your radio call sign is: **Strode Three Seven**

On arrival in your area please log in. Chris Watts is the radio controller.

The enclosed document gives information on radio usage.

**Access**

All closures should be aware that the following vehicles are allowed access beyond the closure point:
All Emergency Service vehicles, whether travelling under a blue light or not.

A Sedgemoor District Council operative with responsibility for toilets.

The crew collecting No waiting cones

The Roving Road closure crew.

Nb these latter 3 vehicles will all have passes allowing them access all areas.

**Diversion Routes**

Enclosed in this pack is a map showing the diversion routes.

Traffic heading for Westonzoyland, Othery, Langport and places in that direction is being diverted from Silver Fish along the A39/A361. Should someone arrive at your closure point then common sense should prevail and advise them to follow Bower Lane, Whitfield Road and Eastern Ave to Westonzoyland Road.

Traffic heading for Taunton and avoiding the M5 should follow the above diversion and follow the A372 to Othery where they should turn Right and follow the A361 to Taunton.

Traffic heading for the Minehead direction should follow the A39 to Bawdrip and then turn Left over Puriton Hill to join the A38 at Dunball. In Bridgwater they should turn Right at the road closure point at the The Drove and follow the NDR to it's junction with Quantock Road where they should turn Right onto the A39 towards Minehead.

**Residents**

Because of the size of the crowd that gathers at the junction of Parkway anyone claiming to be a resident of Sydenham Estate should be advised to travel via Bower Lane/Eastern Avenue and approach the estate from the Westonzoyland Road.

**General**

When the closures have been removed and you have been stood down by Control please return your radio and any other equipment you have been given to the Town Hall where there will refreshments available to you in the Charter Hall, which is the door off the entrance foyer.

At signing on you should also be given a voucher redeemable at certain burger vans, you will also be given a list of these.

**Health & Safety**

Despite the Bridgwater Guy Fawkes Carnival Ltd as organisers taking all reasonable precautions, unavoidable accidents can happen. In respect of these you are present at your own risk.
It is a requirement that EVERY person participating in the Bridgwater Carnival, whether employed or voluntary, shall take reasonable care for the health and safety of themselves or other persons who may be affected by his/her acts or omissions during the operations of this event.