

# NORTHOWRAM SCARECROW EVENT COMMITTEE MEETING

Wednesday, April 5<sup>th</sup>, at The Club

Present: Richard Priestley (RP), Steve Collingwood (SC), Peter Caffrey (PC), Elaine Caffrey (EC), Molly J Varley (MJV), Fraser Hutton (FH), Lynn Jagger (LJ), Careen Bowers (CB), Martin Hey (MH),

Apologies: Emma Naylor (EN), Leanne Watson (LW), Andrea Collingwood (AC), Holly Branscombe (HB), Steve Amos (SA), Phil Ward (PW), Janet Green (JG),

Item	Notes	Action
1.	<b>Attendance</b> See list above for those present and apologies.	All to note
2.	<b>Previous minutes and outstanding items</b>	
2.a.	LW to speak to Yew Tree Housing or perhaps Jim Shepherd	LW
2.b.	Crafty ladies' workshop to make scarecrows, 22 <sup>nd</sup> April 10.30 – 12.30, need gazebos/tables/straw, any other items EC to provide a receipt for purchases Perhaps committee members come up towards end if need to extend session a little	PC/EC SC/MH
2.c.	Public Liability insurance quotes will be confirmed at next meeting, prices so far are <b>£78.40</b> and £134.00	SA
2.d.	PC confirmed Shibden WI to attend on the Sunday	
2.e.	Caravan First Aid kits to be renewed	CB
2.f.	Caravan fire extinguisher purchased	
2.g.	Peter Caffrey to contact local Fire Service with a view to having a Fire Engine at The Rec	PC
2.h.	Food and drinks van at The Rec for 3 days, SC in contact with one	SC
3.	<b>Action Plan 2023</b>	
3.a.	Risk assessments updated and appeared to be in order, confirm at next meeting	SA
3.b.	Spinning wheel demonstration to be held at Upper Lane stables along with, meet the pet sheep, see the new-born lambs and unicorn photo opportunity on the Monday PC to sort out time with LJ	LJ
3.c.	Certificates required	SC
3.d.	Tombola staffing complete	LW/EN
4.	<b>AOB</b>	
4.a.	Fraser Hutton to see if he can make contact re Police Car attending event	FH
4.b.	Permission to purchase a new mike stand was agreed approx. £30, after SC has checked existing ones	SC

4.c.	Fraser Hutton is raising money for another AED to be placed outside Windmill Tavern, all agreed for him to submit a Bid Form after the event next month to assist in purchase	FH/ALL
4.d.	EC has asked another volunteer (Elaine Hey) to photograph the opening ceremony, to allow her to photograph all the scarecrows on the Saturday SC suggested that she comes along to next meeting for introduction and update	EC SC
5. 5.a.	<b>Date of next meeting</b> <b>April 19th</b>	ALL