

NORTHOWRAM SCARECROW EVENT COMMITTEE MEETING

Wednesday, February 12th, 2020, at The Club

Present: Steve Collingwood (SC), Andrea Collingwood, Molly J Varley (MJV), Janet Green (JG), Robin Owen Morley (ROM), Richard Priestley (RP), Peter Caffrey (PC), Careen Berry (CB), Leanne Watson (LW),

Apologies: Lynn Jagger (LJ), Marilyn Burton (MB), Phil Ward (PW), Steve Amos (SA), Sara Ward (SW), Alison McManus (AM), Louise Smith (LS), Sheila Hewitt (SH)

Item	Notes	Action
1.	Attendance	
1.a.	See list above for those present and apologies.	All to note
2.	Matters outstanding from previous Minutes	
2.a.	Plaques - Still to do, Northowram in Bloom, Light up Northowram, Doctors Surgery seating area, and the AED. RP to prepare 4 plaques	RP/SC
2.b.	Sports Club want advert and possible stall at the rec	SC
2.c.	Proposed (sponsored) signage on entering the village welcoming people to the scarecrow event. Possible 3 spots – The Hough, Lydgate and Score Hill, look to use local scaffolding companies to build	PW
2.d.	Will planning permission be required?	PC
3.	Community Award	
3.a.	ROM spoken with 22 Raj confirmed to present award	ROM
3.b.	The Windmill tavern has offered to sponsor the Awards for 2021	PW
3.c.	Nominations for 4 individuals were received. Notes made by each person on sub-committee as to their opinion of who was most deserving. Winner to be kept confidential until presentation day. Certificates to be presented to all nominees	ROM
3.d.	Need to establish criteria/scoring sheet for next year.	ROM
4.	Re-branding 2021	
4.a.	National Lottery bid for £5k has been submitted, decision by April. Turned down reason was due to raising money. To resubmit a bid and extract anything to do with raising money	ROM/SC
4.b.	What rebranding? organise a kids' competition to design a new scarecrow logo?	JG
4.c.	Need to have the copyright for everything produced.	
5.	Action Plan 2020	
5.a.	LJ to investigate re-enactment	LJ
5.b.	PW – organising a 'Dad's Army' style parade.	PW
5.c.	Rec Car Park – PC to confirm use. Speights and Overgate to be located there.	
5.d.	LJ – photos of 'unicorn pony' parents, to take photos (Ask the parent if willing to email photo so giving permission for future use in leaflets/brochures) and contribute to event fund	LJ
5.e.	A quiz to sort and prize be awarded	LJ
5.f.	Lambing – photo opportunity.	LJ
5.g.	Bake Off: Disclaimer re allergies, Will need to provide ingredients in BOLD	PW/RP
5.h.	MB to check on prizes and rosettes to be offered	MB
5.k.	Advertise Heywood Church with scarecrows	RP
5.l.	Ice cream vans: possible 2, Club car park and somewhere near doctors' surgery, Can they park on a private land or road SC to check?	SC

5.m.	Map needs amending and to use letters rather than numbers. Point 18 to change to children's games not doctor's surgery and move symbol nearer to Newlands	SC
5.n.	Brochure 28 pages £1,040 for 650 - SC to discuss price with Print Out.	SC
5.p.	Advertising – Event to be sponsored by 22 again. Sponsors statement – ROM to discuss with Raj	ROM
5.r.	AM – story for Notty Owram	RP
5.s.	Trail questions – Andy and Cheryl Hutchinson stepping back. They will do the children's route – 10 scarecrows to be sorted for them. To ensure it says that this is part of the children's route etc	SC
5.t.	SC and ROM to wander the village for questions or devise a different type of quiz. General knowledge perhaps.	SC/ROM
5.v.	Raffle prizes agreed to be stored at shoulder	MJV
5.w.	Raffle tickets to be 2 sided £45 for 700 in colour.	SC
5.x.	Children's games – tombola's x 2 only and goody bags and may have some other ideas, Located at the Doctor's surgery along with the face painter. LW to speak with surgery. Timings – Fri/Sat 12.00 – 15.30 and Sunday 11.00 – 15.00 – agreed. 4 x tables and 2/3 gazebos required.	LW
5.y.	Face painter – to propose £20 a day – Emma to speak with her.	RP
5.z.	SC to buy scarecrow flag for Children's games.	LW
5.aa.	Dog Show happening MJV to speak with Sheila	SC
5.bb.	Caravan Opening times, RP to send out caravan rota.	MJV
5.cc.	Make use of old banners – check what we have in stock and use banners to spruce up the caravan.	RP/SC
5.dd.		RP
5.ee.	Are go ice on the car park at Sheila's.	MJV
5.ff.	Tour de Yorkshire – Saturday May 2 nd through Northowram, do we need advertising.	ALL
6.	AOB	
6.a.	Speights Gin – paying upfront for the pitches, to be asked for copies of TEN (Temporary Events Notice), and confirmation of food hygiene certificates etc.	ROM
7.	Meeting dates for 2020	
7.a.	Mar 11 Apr 8 Apr 22 Apr 29 May 6 May 27 (Event review) Jul 8 (Bids Sub-committee only) Aug 12 Sep 9 (AGM) Oct 14 Nov 4 (Armistice Day)	ALL to note