

NORTHOWRAM SCARECROW EVENT COMMITTEE MEETING

Wednesday, March 9th, 2022, at The Club

Present: Richard Priestley (RP), Steve Collingwood (SC), Molly J Varley (MJV), Careen Bowers (CB), Andrea Collingwood (AC), Janet Green (JG), Steve Amos (SA), Phil Ward (PW), Peter Caffrey (PC)

Apologies: Robin Owen Morley (ROM), Leanne Watson (LW), Lynn Jagger (LJ),

Item	Notes	Action
1.	Attendance See list above for those present and apologies.	All to note
2. 2.a.	previous Minutes noted and passed as correct, all outstanding items carried forward to agenda items	ALL
3. 3.a.	Funding Bids The sub-committee have completed the Safeguarding statement, some small adjustments for reporting procedures to be completed. The equality statement will be completed by next meeting	JG/PC
3.b.	A grant of £864 has been confirmed from the Community Foundation for Calderdale to purchase the new banners	SC
4. 4.a.	Rebranding New banners ordered with Printout Colour Printers – awaiting delivery	SC
5. 5.a.	NSE 2022 Outstanding items from previous minutes <i>Supported living involvement (Hall Lane, Northowram Green), are interested in getting involved, further email has stated they are interests, to be followed up</i> <i>Opening ceremony –Lord Mayor to attend, Chris Pillai</i> <i>New signage shown and agreed, prices to be obtained for 'correx' board</i> <i>New games – ongoing</i> <i>Insurance costing – various quotes around £167 obtained, further investigation to be done, decision by next meeting</i> <i>Face painter booking confirmed Invoice issued</i> <i>Caravan – RP starting rota, supplies needed are crayons, pens and colouring sheets, signage requirements are 'photographer' notice, 'safety' notice, 'ice cream van' notice and 'insurance certificate copy' when available</i> <i>Electronic payment devices – RPM suggests purchase of 'Sumup' machine, use Notepad to log onto App through Club wifi, further look at costs required</i> <i>Fire Brigade has been asked to attend if possible</i>	JG/LW RP/ROM ROM SA RP/SC ROM

	<i>Photographer – Elaine Caffrey has volunteered to go around with the judges, someone to video the opening ceremony and Home guard demo required</i>	SC
	<i>Wooden Scarecrows – to re-painting 10 all one colour for kid's quiz questions, RP to advise Emma Naylor (EN)</i>	RP/EN
	<i>SC to ask re sequential numbers on the brochure – not viable</i>	
	<i>Should a Trophy in memory of Dave Midgley be presented as a Scarecrow/Prize winner, MJV to ask his wife. Could be used for 'people's choice' winner</i>	MJV
	<i>Opening Ceremony, Brass Band booked</i>	
	<i>Voting slip RP suggested perhaps be part of the brochure if need to fill odd gap</i>	SC
	<i>Air Ambulance asked re a pop-up stall, to be placed at the rec car park, ROM to confirmed as Saturday</i> <i>Overgate confirmed for Sunday</i>	
	<i>22, have agreed to the £250 offer for a back-to-back full-page advert (where a tear off voucher could be incorporated) which would be a discount of £30</i>	ROM
	<i>Scarecrow website 'Community Page' now up and working</i>	
	<u>New items</u>	
5.b.	Scarecrow trail and quiz route confirmed as previous years	ALL
5.c.	Louise Capon – House Manager at Yew Tree sheltered housing, letter read out – JG and LW to contact. LW may run tombola from Yew Tree and include them Rather than at The Club car park alongside information centre	JG/LW
5.d.	Charity cake stall caravan at The Rec, which day?	MJV
5.e.	Reminder that all business forms for ads in brochure need to be with SC by March 31st	MJV/ROM PC/SC
5.f.	JG to confirm with The Club re electricity for caravan, changing rooms for dance group	JG
5.g.	Car park space for stage etc to be discussed by JG and SC, handling, moving etc	JG/SC
5.h.	Committee members/Volunteers required for road and safety marshalling duties on the Saturday for opening ceremony and Home guard display at The Rec	SC/RP
5.j.	Space at the Rec carpark required all weekend, signs/notices to be put up, and check to ensure football pitch available	SC/PC
5.k.	New information centre caravan requires a clean-up – RP to arrange date that committee volunteers can join in to do	RP ALL

6.	AOB	
6.a.	Bank Account charges now implemented @ £5p/m	ROM/MJV
6.b.	AGM date change – 7 th September proposed and approved	
6.c.	Next meeting date – SC/AC away so ROM taking the meeting and JG to take minutes.	ROM/JG
6.d.	Colin Bowers logged as a new volunteer, assisting signage etc	CB
6.e.	RP said AMP approached via Shibden Valley Newsletter to mention gardening in Northowram and the link to the NSE. Sc to write a piece for their newsletter	SC/AMP
6.f.	Nottyowram – perhaps make a new scarecrow in the new branding – JG to mention to Pat Collier	JG
6.g.	Nottyowram to be rebranded with new clothes, deadline for story 31 st March	AMP
7.	Deferred Items	
7.a.	LJ reported that the metal work on the rear of the Memorial Stone may need repair/refurbishment. (see Calderdale College/Innovate) – defer to later in year	RP/SC
7.b.	Committee Membership review	SC
8.	Date of next meeting	
8.a.	April 7th	All