

# Northowram Scarecrow Event

*'Supporting your community'*



## 2025 Annual General Meeting Report



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## 1. Chairs Report

Hello everyone, my name is Janet Green. I am currently 'Stand In' Chair of the Northowram Scarecrow Event Committee. My predecessor Peter Caffrey stood down at the 2024 AGM after a year at the helm and as Vice Chair previous to that and I would like to thank him for his dedicated and valued service.

The British weather was kind to us again this year, if a little cool in the late afternoon, and the village hosted another successful event. My thanks go to all the villagers who took part, making the scarecrows that popped up throughout the village, running events/stalls and supporting everything.

With all the support from local businesses, donations, and a generous public, this year we have raised £4,600 after expenses and paid out £4,215 for local worthy causes. Collectively this means that over the years since its inception the NSE has supported many projects to the tune of £34,300 so thanks are due to everyone who has ever bought a programme or raffle ticket, donated a prize or money or contributed in some way.

In 2011 the Scarecrow Event was established by Andy and Sally Garret, with a small team of volunteers, with the primary aim of restoring some interaction and vitality to the village. The funds raised and distributed are a significant bonus to local organisations that have been able to undertake projects or improvements that may not otherwise have been possible.

A great many thanks go to the 2025 event sponsor, Lydgate Family Fisheries, as well as the many individuals and businesses that support us through advertising, raffle prizes, and monetary donations. Amongst them not least The Club for allowing us to use this room for our meetings and the car park for the event. Thanks also go to the judges for volunteering their time and expertise in the difficult task of choosing this year's winners – no small feat!

All committee members are dedicated to the organising and running of the scarecrow event, to make it what it has become over the years. Without them and our many volunteers' tireless efforts there would be no event. I would like to thank them all for the many hours of work in the months leading up to the May Day Bank Holiday weekend so that this year's event was once again a success. So, a huge thank you to you all. The Committee gained one new member this year and new volunteers, we hope they will continue to support us in 2025/26. If you should like to join us either as a volunteer or new member, then please contact us by email at [northowramscarecrow@hotmail.co.uk](mailto:northowramscarecrow@hotmail.co.uk).

My thanks go to Emma Naylor who left the committee in 2024 after dedicated service as a lead on Corporate Sponsorship and Fund raising but continued to help run the Tombola this year.

Once again, we will be holding the Armistice Day Service for 2025 on Tuesday, November 11th, at 10.50am for a 10.55am start at the Memorial Stone on Northowram Green. The traditional 2-minute silence, Last post and Reveille played by a solo bugler, laying of wreathes, poetry readings and collective remembrance will be included to remember those involved in conflict both past and present, everyone is welcome to attend.

Amongst other information, this AGM pack includes more detailed financial facts and guidance on how to apply for funding.

Our website [www.northowramscarecrows.co.uk](http://www.northowramscarecrows.co.uk) also hosts a range of forms and reports which readers may find useful.

Best wishes to members, volunteers and anyone else involved now or in the future.

Janet Green  
"Stand in" Chair

**This booklet will be available to view on our website**

## **2. Treasurers Report**

### **INTRODUCTION**

The financial year for the Northowram Scarecrow Event is 1<sup>st</sup> August to 31<sup>st</sup> July and this Annual Treasurer's report reflects the financial year 2024/25.

### **ACCOUNTS OVERVIEW**

The opening balance was a surplus of £6,857 on 1<sup>st</sup> August 2024.

Income totalled £7,568 and Expenditure £3,614

Grants made to Community Groups is £7,085 with a further £2,600 designated grants approved but not yet paid out.

The closing balance to carry forward is £1,126 on 31<sup>st</sup> July 2025.

A detailed breakdown of the Account is shown at the end of the report.

### **INCOME ANALYSIS**

Income raised in 2024/25 was £7,568 (down by 8% on 2023/4). The late Easter this year and the current state of the economy has had an impact on monies raised at the 2025 Event.

Programme Adverts (including Event sponsorship) raised £3,050. This is 11% up on 2023/24 due to a higher take up of advertising space. Sales of Programmes raised £1,539 which is 19% lower than 2023/24. The Committee is extremely grateful to Lydgate Family Fisheries who sponsored this year's event and many thanks to the organisations & groups that took out advertisements in the Event Programme.

Sales of Raffle tickets raised £862, a decrease of 1.4% on 2023/24

The Tombola had another successful year raising £324.56, but a 14% decrease on 2023/24.

Pitch Fees raised £125, down on last year from £350 due to the decision not to have Ice Cream Vans at the event.

Donations in 2024/25 totalled £475 from organisations/people who ran events over the Scarecrow Weekend and donation buckets. This was down by 32% on 2023/24. Thanks go to the Stables, the Shoulder of Mutton, Dog Show, The Club and The Windmill Tavern.

The sale of mini scarecrows raised £468, sale of Straw raised £84, and Candy Floss & Windmill sales raised £132 in 2024/25 (shown as Other income). This is up by 5% compared to 2023/24 due to sales of windmills.

In 2024/25 the NSE received a grant of £500 from the Halifax North Ward Forum which has been used to repair the Northowram Memorial Garden.

## **EXPENDITURE ANALYSIS**

Expenditure in 2024/25 was £3,614 (40% up on 2023/24).

The main items of expenditure in 2024/25 were Event costs. These are cost of printing of Programmes, Raffle tickets, Flyers etc, purchase of equipment & stationery, windmills, mini scarecrow and insurance costs.

The total spent on Event costs in 2024/25 was £3,286.11 compared to £2,298.68 in 2023/24. The increase was mainly due to the £854 purchase of new speaker equipment (part funded by a 2023/24 Ward Forum Grant) and increased £150 printing costs

IT costs at £230 have increased due to a rise in NSE Website costs and stationery costs are down by £70 compared to 2023/24.

Miscellaneous expenditure is Bank charges (£46) and the sum up transaction fees (£10.32).

## **GRANTS MADE TO COMMUNITY GROUPS**

In 2024/25 following Community Groups will be supported by £7,085 funding from the Northowram Scarecrow Event.

- Northowram Community Centre
- Northowram Junior Football Club
- Heywood URC
- Northowram Primary School
- Northowram Tennis Club
- Northowram Historical Society
- Northowram Pumas Running Club

There is a further £2,600 of Designated Grant funding which will be paid later in 2025 to support

- Northowram War Memorial
- Northowram Christmas Tree Fund

## **OTHER**

The 2024/25 Accounts have been audited and approved by an Independent Auditor.

Janet Green – Jt. Treasurer  
August 2025



# NORTHOWRAM SCARECROW EVENT

For the period

1 August 2024 to 31 July 2025

1 August 2023 to 31 July 2024

## INCOME

Adverts	3050.00
Programmes	1539.00
Raffles	862.00
Pitches	125.00
Tombola	324.65
Donations	475.35
Grants	500.00
Events	0.00
Other	692.00

7568.00

2740.00
1899.00
1000.00
350.00
378.55
701.70
500.00
0.00
656.00

8225.25

## EXPENDITURE

Print & Stationery	41.50
Event Costs	3286.11
IT	230.40
Misc	56.58

3614.59

110.06
2298.68
138.00
29.25

2575.99

Net balance for period

3953.41

5649.26

Balance b/f

6857.74

1700.48

10811.15

7349.74

## Less:

Grants Paid	7084.74
Designated Grants *	2600.00

9684.74

492.00
0.00

492.00

Balance to c/fwd

1126.41

6857.74

## Made up of:

Cash Balance	50.00
Bank Balance	3676.41
Unpaid designated grants *	2600.00

1126.41

30.00

6827.74

0.00

6857.74

Report of the Accounts to the Northowram Scarecrow Committee

Prepared by M J Varley

J Green

Audited by A Wright

Date 14/8/25

Actual Bank/Cash balance is 3726.41

### 3. Where does the money go?

After the event each year, and all expenses in running the event have been paid, any money left is made available to successful bids from within and for the betterment of Northowram and its Community.

This is done by people running various projects and community ventures that the NSE can provide funding for.

We are immensely proud to say that to date over **£34,300** has been distributed to many causes within Northowram and listed below are such projects that have received funding.

The Memorial Stone and Garden	Including upkeep and repairs
Northowram Christmas Tree	Contribution to the provision of a village Xmas Tree
Northowram Community Centre	Costs of entrance repairs
Northowram Tennis Club	Further funding of equipment for this community facility
Northowram Historical Society	Provision of Blue Plaque re Oliver Heywood
Northowram Pumas	Further funding of equipment for this community facility
Northowram Primary School	Funding for New Library equipment
Heywood URC	Equipment to maintain the Church Graveyard
Northowram Junior Football Club	New portable goals and football kit provision

We look forward to helping many more worthy causes in future years!

### 4. How to 'bid' for money to fund your project?

This may appear to be a daunting process, as we ask those looking for funding to abide by the guidelines laid down, so that the process is transparent and accountable for all.

Why do we have these rules? The money held in our accounts is “community money”, and we, as the committee, administer this accordingly to the guidelines we have set down.

The following pages show the guidelines and a sample copy of the form that must be completed. These can be downloaded from our website [www.northowramscarecrows.co.uk](http://www.northowramscarecrows.co.uk) and go to the ‘forms’ section. If you are unable to access the website, we can provide paper copies of the documents by contacting a committee member or emailing us at [northowramscarecrows@hotmail.co.uk](mailto:northowramscarecrows@hotmail.co.uk).

Just to clarify, the NSE committee’s only function is to allocate the funding, if appropriate, to future projects. We are not involved in organising, planning, or executing these projects, other than ensuring the money is spent on the items as requested in the original bid.

We are happy to help if someone is unsure if a bid, they wish to make is suitable or not, advice can be given regarding the type of project and the possible amount of funding available.

**Please, please ask us!**

## **Northowram Scarecrow Event**

### **Funding Bids Application form guidance notes**

Applying for funds from the NSE to support a new or ongoing cause is open to anyone, providing the following guidelines are adhered to. Any application that does not meet the set criteria will be rejected for that particular year, however, the bid could be re-submitted the following year providing any shortfalls have been overcome.

- 1 the submit for funds must be for a project within the village boundary
- 2 businesses are not permitted to apply
- 3 submits can come from individuals or groups representing a village project, groups such as scouts, village societies etc, Churches, buildings like the Community Centre, or undeveloped community areas.
- 4 the money provided should be towards something that can benefit the whole Community i.e., something that is available to the whole community if so wished
- 5 the project should not have any detrimental effect on the environment
- 6 clear evidential proof should be provided such as
  - (a) photographs of something needing replacement or repair
  - (b) official quotations of costs to be incurred
  - (c) evidence of other money raising factors assisting towards the outcome
  - (d) start and end dates of the project where known (or estimations)
- 7 please provide any written or photographic evidence of the enhancement that the money provided will bring to the project

Please then complete the application form, and, along with all the above please use one of the 3 options available below

- 1 pass to a NSE committee member
- 2 post in the Scarecrow letter box outside the newsagents on Northowram Green (opposite The Club)
- 3 email to [northowramscarecrows@hotmail.co.uk](mailto:northowramscarecrows@hotmail.co.uk)



## 4b. Funding Application Form



# NORTHOWRAM SCARECROW EVENT FUNDING APPLICATION



Use this form to apply to the Northowram Scarecrow Event Community Fund for financial support for your community project. Please submit by **June 30<sup>th</sup>** in any given year. Successful applicants will be asked to display a plaque acknowledging funding received from Northowram Scarecrow Community Fund.

Applications will be reviewed in July the same year and results provided in August and ratified at the AGM in September.

1. LEAD CONTACT NAME			
Title:	First Name:	Surname:	
2. ORGANISATION DETAILS			
Community Group:			
Address:			
Post Town:		Telephone:	
Postcode:		Mobile:	
E-Mail:		Date	
3. PROJECT			Weighting
Please clearly describe how your project will help to			
a) improve the village environment :			20
b) benefit the community			15
4. PROJECT TIMEFRAMES (e.g. when the project will start, any relevant constraints to keep in mind, etc...)			Weighting
Please tell us:-			
a)	When the project will start		5
b)	When the project is expected to be completed		5
c)	What funding is required to complete the project		5
d)	What plans you/your group have for raising the money		5
e)	Please provide a budget for the project		5
5. SUPPORTING EVIDENCE			Weighting
Please provide us with additional information on your project that will support your application			10
Please describe any wide ranging impact on the community not included above			10
For officer use only: calculation of proportion of Community Fund this application represents as per guidelines.			20
			Total 100
Recommendations			
Signature:		Date:	

## 5. What is the Northowram Scarecrow Event (NSE) for?

### This is the constitution for the Northowram Scarecrow Event

## Aims, Objectives and Membership

Version 11 – April 2024

Next Review date April 2027

### AIMS & OBJECTIVES

The aim of Northowram Scarecrow Event is:

- to enhance a sense of community in the village
- to utilise monies raised during the event to benefit the community by supporting small local projects

The objective is to:

- raise the profile of Northowram village
- organise an annual community event that promotes inclusion of all the residents, businesses, churches, and community groups in the village which benefits the whole community.

### TRUSTEES

The Northowram Scarecrow Event will have 3 elected Trustees. They will play a key role in making sure the Northowram Scarecrow Event stays true to its aims & objectives, and it carries out its purposes for the benefit of the community and complies with its governing document. The Trustees will ensure resources are managed responsibly and the Northowram Scarecrow Event is accountable.

### COMMITTEE MEMBERSHIP

The committee will have a minimum of 12 members up to a maximum of 15, and membership is drawn from local businesses, community groups and residents. It is expected that fully elected committee members attend as many meetings as possible throughout the year to ensure continuity of the events planning process. Committee attendance will be reviewed every 6 months. If a committee member is unable to commit to attending meetings regularly their voting rights will be rescinded.

In addition, there can be an unlimited number of volunteers. Volunteers input, and support is invaluable, and they are welcome to all meetings, however there is no obligation to attend meetings. All Committee members (maximum 15) will have a right to vote at the AGM.

The Committee has five key officers, Chair, Vice Chair, 2 x Treasurers and Secretary (see Roles and Responsibility document for detailed outline of roles)

The Treasurer's role is jointly held by two people to ensure checks and balances are in place.

In addition, there are several other lead roles which are key to the smooth running of the annual event, and which ensure community wide inclusion, namely:

- Minutes Secretary
- Tombola co-ordinator
- Local Authority Link
- Risk Assessment/Health & Safety Lead
- Fundraising Co-ordinator & Business Link

All members representing community groups/churches/school will have an obligation to feedback to those groups on progress and decisions made.

The Term of office for 'Officers roles' will be three years. Those standing for re-election and nominations for replacement officers will be accepted and voted on at the AGM. All members standing for election for an Officers role must have been a member of the committee or worked with the committee as a volunteer for a minimum of one year. In the event of an officer vacating their post mid-term, an Extraordinary General Meeting [EGM] will be called to nominate and vote in a replacement officer. The new officers' three-year term will run from the next AGM.

In the event of the dissolution of the committee, any assets remaining after any debts and liabilities have been paid will be divided equally between:

- Northowram Community Centre
- Overgate Hospice
- Northowram Sports & Activities Club

Should one or more of the beneficiaries no longer exist monies will be divided/awarded to the remaining organisations.

## **MEETINGS**

The committee will meet monthly throughout the year except in December and weekly in April in the run up to the annual event held on May Day Bank Holiday each year. All dates to be published within the minutes of each meeting, which in turn are on the website, but dates may be subject to change.

Minutes are taken for all meetings and published on [www.northowramscarecrows.co.uk](http://www.northowramscarecrows.co.uk)

Voting at meetings shall be by simple majority. In the event of a tie, the Chair shall have a second and casting vote. The quorum shall be 50% of the minimum membership (i.e. 6 votes). In the event of less than 6 members being present at a meeting, discussions can be held, and recommendations made to the next committee meeting, but no decisions can be made.

## **FINANCE**

Northowram Scarecrows bank account holds all monies. The account requires two signatures (both Treasurers to perform this role).

The accounts will be audited annually and reported on to the AGM.

A separate Bids Sub-Group has been established to review/evaluate bids, for funding from monies raised, against a pre-set criterion. All applications for funding to be received by 30<sup>th</sup> June of each year. This group will meet once a year in July; their recommendations must be ratified by the Committee at the next ordinary meeting, with outcomes being delivered in August and published at the AGM.

## **ANNUAL GENERAL MEETING**

An annual general meeting will be held each year on the 1<sup>st</sup> or 2<sup>nd</sup> Wednesday in September.

AGM business to include:

- Reports from the Chair and Finance.
- Suggestions will be collected from those attending, to be considered by the committee at future meetings.

The Annual General Meeting will be the final meeting of the business year and all new members and officers' roles will be voted on at the AGM. A current list of Committee members and officers is published on the website at [www.northowramscarecrows.co.uk](http://www.northowramscarecrows.co.uk).

## 6. NSE TRUSTEES and COMMITTEE 2024/25

### Trustees

Steve Amos
Martin Hey
Steve Collingwood

### Committee

<u>TITLE</u>	<u>NAME</u>
Acting Chairperson	Janet Green
Vice Chair	Vacant
Joint Treasurer	Janet Green
Joint Treasurer and St Matthews Rep	Molly J Varley
Acting Secretary	Janet Green
Minutes Secretary	Janet Green
Communications Lead	Martin Hey
The Club, Northowram	Janet Green
Activities co-ordinators	Phil Ward/David Rawlings
Event Photographer	Elaine Caffrey/Elaine Hey
Corporate Sponsorship and Fund raising	John Kerwin
Tombola Co-ordinator	Vacant
Upper Lane Stables	Lynn Jagger
Local Authority Link	Martin Hey/Elaine Hey
The Windmill Tavern	Holly Branscombe
Event Co-ordinator	Richard Priestley
Risk Assessment/Health & Safety	John Kerwin
NSE programme and website	Steve Collingwood

As can be seen in the table above, we have several vacant positions that need filling at the next meeting in October.

If anyone feels that they would like to join us, then let us know and we can invite you to one of our committee meetings to introduce yourself to us and vice versa. Joining initially as a volunteer you could come to all or just a few of the meetings initially, help us at the next event, and if you are still willing to join the committee fully you would be nominated at the following AGM.

We ask that committee members attend most of our meetings (once a month on a Wednesday) to ensure continuity of information and organisation.

If this is for you, please contact us.

## 7. Armistice Day Service 2025

It is our intention to hold our usual Armistice Day Service for 2025, on Tuesday, November 11<sup>th</sup>, from 10.50 am for a 10.55 am start at The Memorial Stone and Garden, Northowram Green.

The service is open to all with readings and collective remembrance to those who have taken part in all conflicts past and present.



Lest we forget!

## 8. Northowram Scarecrow Event 2026

Saturday May 2nd, Sunday May 3rd and Monday 4th May 2026.

Please update your Calendars **NOW**.



## 9. Where to find us

Please see page 14 for committee members. Contact any member of the committee by one of the following methods:

By email to:



[northowramscarecrows@hotmail.co.uk](mailto:northowramscarecrows@hotmail.co.uk)

On Facebook at:



[northowram scarecrow event](#)

By post:



[Letterbox outside Northowram News, Northowram - opposite The Club.](#)

For the latest information and much more please visit us on our website at:

[www.northowramscarecrows.co.uk](http://www.northowramscarecrows.co.uk)

## Northowram Scarecrow Event

*'supporting your community'*

