

Notes of Northowram Scarecrow Festival Committee meeting

22 The Square - 13th November 2012

Present:	Name:	Initials:
	Andy Garrett	AG
	Sally Garrett	SG
	Jonny Jowett	JJ
	Mike Turner	MT
	Richard Priestley	ERP
	Alison (MacGrath) Priestley	AMP
	Sarah Priestley	SP
	Andrea Warrington	AW
	Dave Midgley	DM
	Steve Amos	SA
	Peter Caffrey	PC

Attending:	Kay Panesr	KP
	Paul Slade (Scouts)	PS
	Jonathan Mitchell	JM

Agenda item no:	Notes:	Action:
1.	Apologies:- Sharon Hill, Lynn Jagger Sheila Hewitt Helen Silson	
2. a)	Notes from meeting 23 rd October 2012 – accepted	
2. b)	Matters arising:- Committee to remain the same as last year as agreed at AGM, however a) Sarah Priestley to take the place of Sharon Hill who wishes to step down. b) AG to make contact with R & D Robinson to clarify if they wish to remain on the committee. c) Jack's bar has been approached – Lindsay to attend d) Northowram Club also to be approached by AMP Gazabos – agreed businesses would provide their own and a number offered on loan – agreed to purchase a mini marquee for children's event only. Community Centre – PS to act as link person with the Community Centre as well as Scouts. All agreed we should be supporting the campaign to keep the Community Centre	AG DM AMP All to note PS

	open	
3.	Laying poppy wreath – Chairman reported on the success of laying the wreath on the memorial site on 11/11 he has received lots of positive comments. Chairs thanks to AW for organising procurement of the wreath. Agreed AW to be reimbursed from £40 cash held – as donation required for wreath committee £20 agreed.	All to note
4.	Memorial progress report – design options plus estimates to next meeting for approval. Marshals being approached for stone/sponsorship - SG. Committee agreed to undertake groundwork/preparation of site to minimise costs. Once design agreed PC to take to Council for approval.	All to note SG PC
5.	Timeline for 2013 festival – draft chart outlining tasks tabled. Agreed this is a live document which should be a standing agenda item for updates, possibility for task groups to evolve around specific tasks reporting back to committee.	All to note ERP to update
6.	Updates:- a) App development: memory stick prepared for inclusion on website. £50 full page/£30 half page for advertising on app. App to pin-point all registered scarecrows. b) Raffle prizes: DM & JJ have agreed to collect after Christmas as at this time a lot of demands on businesses. Letter to be drafted – PC to forward last year’s letter to AMP c) Maps and Questions: Kiddies route and wheelchair friendly route been looked at. Full route to be completed before next meeting. Questions to be developed following completion of routes. d) Village Society: SG, SP & ERP to attend next meeting 28 th Nov re village green. e) Car Boot Sale: Agreed to include in schedule of events for weekend. Venue – Shoulder of Mutton f) Volunteers: discussion around what is required legally in regard to using volunteers. AMP looked at policies but none relevant to NSF status (non charitable organisation). AMP & SA to do further research. PS to approach Scout leaders to act as volunteers. Also want to look at Girl Guides and Brownie leaders for this. g) School Input: SP updated on willingness of school to be involved. She will speak to Head before next meeting to get agreement for her to work with arts and crafts group	SG DM & JJ AMP AG & JJ SG, SP & ERP SG AMP & SA PS SP

	in school to design and construct scarecrows.	
7.	Revitalise 3 legged walk – Chair deferred this item to next meeting for discussion and decision. AW canvassing young people for ideas for the future of the walk.	Deferred All to consider AW
8.	<p>Any other business:</p> <p>a) Registration for scarecrows – agreed needed to ensure all scarecrows are pin-pointed on the app. SG to draft form and bring to next meeting.</p> <p>b) Business involvement – JM asked for businesses to be involved from the beginning. They will have posters and maps/questions to distribute. The committee is keen for all businesses, groups and organisations to be involved</p> <p>c) Raffle prizes – suggestion for a call to go out for unwanted Christmas presents to be donated as raffle prizes.</p> <p>d) Minutes - AMP committed to minutes to Chair for checking within 2 weeks of meeting and then being circulated in draft form to members on email prior to the meeting. This will enable members to check on tasks assigned to them in a timely manner.</p>	<p>SG</p> <p>All to note</p> <p>All to note</p> <p>AMP</p>
9.	<p>Date, Time and Venue of next meeting:</p> <p>Tuesday 11th December, 7.30pm at The Shoulder of Mutton.</p>	All to note