




# NORTHOWRAM SCARECROW EVENT COMMITTEE MEETING

Wednesday, 8<sup>th</sup> November 2023, at The Club,

Present: Peter Caffrey (PC) - Chair, Steve Collingwood (SC), Molly J Varley (MJV), Lynn Jagger (LJ), Martin Hey (MH), Richard Priestley (RP), Emma Naylor (EN), Frazer Hutton (FH), Phil Ward (PW), Janet Green (JG), Elaine Hey (EH), Elaine Caffrey (EC)  
John Hoggard – (part of meeting)

Apologies: Leanne Watson (LW), Holly Branscombe (HB), Careen Bowers (CB), John Kirwan (JK),

Item	Notes	Action
1.	<b>Attendance</b>  See list above for those present and apologies.	All to note
2.	<b>Previous minutes</b>  Minutes from previous meeting approved and passed as ok for publication	All
3.	<b>Outstanding items</b>  <u>Event Items</u> Voucher page for 2024 programme Cancel activities at the rec (except Home Guard) for 2024? Beer mats – print up for advertising for 2024 Club to review waste bins provision over Scarecrow weekend What's app group (for committee members) to be set up Waste across the village -council bins Card to houses that are on the quiz route? Opening ceremony – expand maybe, one individual to put it all together (not SC)  <u>Other Items</u> Charity Commission application - ongoing	All All RP JG Comm Lead PC Secretary All  JG
4.	<b>Armistice Day</b>  John Hoggard attended for this item.  Piper, Bugler & Standard Bearer sorted. Home Guard will carry out the Sentinels  Poetry readers agreed as Steve Amos, MH & JG  Club will be open from 10.30am to 12.30pm. Hot drinks will be available - all proceeds to British Legion.  Club to provide a dozen chairs for the event  Gazebo & Sound System to be set up on the Day  Marshalls will be RP, AM & SC  There will be photographs taken at the Event	MH JG  JG RP & PC RP, AM & SC EC

<p><b>5.</b></p>	<p><b>Terms of Reference</b></p> <p>The Committee considered the current Terms of Reference and agreed to a few changes.  JG to reflect these in the latest versions</p> <p>Next review date for all the NSE Terms of Reference including the Equality &amp; Diversity and Safeguarding statements agreed for November 2026</p>	<p>JG</p> <p>ALL</p>
<p><b>6.</b></p>	<p><b>AOB</b></p> <p>MH to meet with P Vardy (Calderdale MBC) regarding parking issues in the village on the Scarecrow Weekend.</p> <p>  </p> <p>Planters in the Memorial Garden in need of repair. MV to talk to the Gardening Team with a view to attending a future meeting to clarify what support the NSE can provide to maintain the Garden.</p>	<p>MH</p> <p></p> <p>MV</p>
<p><b>7.</b></p>	<p><b>Date of next meeting</b></p> <p>10<sup>th</sup> January 2024 – 7.30pm at The Club</p>	