

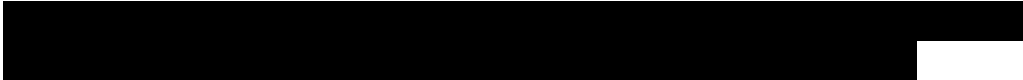

NORTHOWRAM SCARECROW EVENT COMMITTEE MEETING

Wednesday, October 5th, 2022, at The Club

Present: Richard Priestley (RP), Steve Collingwood (SC), Molly J Varley (MJV), Emma Naylor (EN), Andrea Collingwood (AC), Janet Green (JG), Careen Bowers (CB), Elaine Caffrey (EC), Martin Hey (MH), John Hoggard (JH)

Apologies: Phil Ward (PW), Leanne Watson (LW), Peter Caffrey (PC), Steve Amos (SA), Lynn Jagger (LJ),

Item	Notes	Action
1.	Attendance See list above for those present and apologies.	All to note
2.	Previous minutes and outstanding items	
2.a.	There are monies still available for community projects through the bids procedure. Re-contact through Facebook and website and direct to community groups crafty ladies/coffee morning/history society/litter pickers/list of community centre users (Mark Branford). Flyers for bid requests to advertise in local in businesses	SC/PC/MJV/ MH
2.b.	Yew Tree – bid -LW to speak to them or perhaps Jim Shepherd	LW/LJ
2.c.	Stonemason, quote for lettering enhancement	MJV
2.d.	Meet with Allen Redfearn re expectation etc – transparency	SC
2.e.	H & S – reword the Risk Assessment form All venues are responsible for their own Risk Assessments etc and the scarecrow committee will not be held liable.	SA
2.f.	Need more going on at the rec for the weekend if possible	ALL
2.g.	Pizza van at Club organised by them	JG
2.h.	Club car park – more activities perhaps after Opening Ceremony	ALL
2.j.	Military Charity tent can be organised to do food	CB
2.k.	Suggestion for crafty ladies or other groups to start a workshop making scarecrows and put on route in other people's gardens	PC
2.l.	Signage – freshen up the directional signs and wording on the scarecrows so clearer	RP
3.	Armistice Day Service - Friday 11th Nov	
3.a.	Bag Piper – Michael Fraser – JH to sort out Bugler – John Clay, JH to confirm standard bearer's name	JH
3.b.	LJ – horses plus Airedale dogs x 2	LJ
3.c.	Club open for refreshments after service, plus supply of chairs	JG

3.d.	Volunteers for readings – Martin Hey agreed plus one SC to speak to SA and PC	SC
3.e.	SC to contact school re children attending	SC
3.f.	EC to take some photos	EC
3.g.	Speakers and sound system, gazebo, small table, extension lead, Hi Vis, Mic stand	RP/SC
3.h.	EN – to help on the day, Hi vis for some to patrol on road	EN + 1
4.	Sub- committee meeting	
4.a.	The ‘Bids’ procedure, Core roles, Aims and Objectives, Safeguarding statement, Equality and Diversity statement were all completed and ratified as ok to publish. Thanks go to the sub committee for taking on this difficult task	ALL
4.b.	Criteria for bids – what if not enough money – is there a process to follow for the sub-committee (bids committee to sort)	JG + Sub committee
5.	AOB	
5.a.	EC requested that The Rec users to be advised to tidy up after the event (particularly balloons)	ALL
5.b.		
6.	Date of next meeting	
6.a.	Nov 2	ALL