

# NORTHOWRAM SCARECROW EVENT COMMITTEE MEETING

Wednesday, February 7th, 2018 at The Club

Present: Richard Priestley (RP), Steve Collingwood (SC), Molly J Varley (MJV), Rachel Robinson (RR), David Robinson (DR), Lynn Jagger (LJ), Peter Caffrey (PC) Robin Owen Morley (ROM), Sheila Hewitt (SH), Sara Ward (SW) Leanne Watson (LW), Louise Smith (LS)

In Attendance: Marilyn Burton (MB) Heywood, Jenny Baker (JB) Heywood

Apologies: Andrea Collingwood (AC), Joanne Lockwood (JL), Steve Amos (SA) Alison McManus (AM), Janet Green (JG),

Volunteers Ali MacGrath Priestley (AMP), Emma Whelan (EW), Bethany Watson (BW) Nathan Powell (NP)

Item	Notes	Action
1.	See list above for those present and apologies.	All to note
2.a.	The minutes and matters arising from the AGM meeting January 10 <sup>th</sup> , 2018 were approved.	
2.b.	Matters Arising' from the minutes of 10 <sup>th</sup> January meeting are as follows: -	
2.c.	An improved PA system is required. PC suggested there may be possibility of a grant available (£500). Quote obtained from Allansound, as cost is quite high other possibilities to be looked at i.e. borrow or hire, LJ to ask Riding Club	LJ
2.d.	Email sent to Rosie Madison to be asked if available for the Scarecrow weekend and perhaps judge the scarecrows - awaiting response	MJV
2.e.	Sponsorship/Chamber of Commerce letter amended was to be sent out to the businesses on the initial list and local businesses to be visited nearer the event. However, Robinsons Farm Shop agreed to take up 2018 Event Sponsorship. A second level of sponsorship titled "Event supported by" to be looked for	ROM
2.f.	5,000 flyers to be arranged and distribution timings to be confirmed. 2018 leaflet design agreed. Printers to be contacted and for printing to proceed, fliers to meeting on 14/3/2018 for distribution.	SW/AMP
2.h.	Notices to be displayed for where straw is available from for the event. DR to arrange purchase and re-bagging	DR
2.i.	School doesn't appear to get involved, PC to speak with the governors.	PC
2.j.	PC to visit pubs in FEB to co-ordinate the events between the pubs - ongoing	PC

<p>3.</p> <p>3.a.</p>	<p><b>Bake off Event</b></p> <p>Although part of the action plan, Marilyn Burton (MB) and Jenny Baxter (JB) came along to get a better understanding of what is required. Heywood Church to fully organise s their own event, with assistance from NSE with printing posters etc.</p> <p>MB to present back by next meeting the proposals of times, categories etc</p>	<p>MB</p>
<p>4.</p> <p>4.a.</p> <p>4.b.</p>	<p><b>Action Plan review</b></p> <p>This will drive the event and will be distributed for information and actions required</p> <p>The Action plan was reviewed, and the following were the some of the items discussed, but everyone should review the whole document to ensure that they are following upon any items that they are “actioned” against</p> <p>Nathan Powell (NJ) of NJ Media (UK) have kindly volunteered to act as official photographers for the event. SC to keep contact and advise. SC suggested that over the weekend we get NJ to photograph all the items that have resulted from Bids from the NSE over the last few years once the new plaques are in place</p> <p>Plaques to go with ‘successful bid’ items will be manufactured over next few weeks</p> <p>12 more wooden scarecrows to be used for either display or sign posts to be purchased (£10 each)</p> <p>Children’s games to take place in usual place with some small changes As Tombola’s are a very successful part LW has decided to introduce a 3<sup>rd</sup> one. This will need help from everyone with clean empty glass jars with lids, but if you wish to fill with such items as rice, lentils etc, then so be it A sub group meeting on the Children’s games to be held separately</p>	<p>RP</p> <p>All to note</p> <p>SC/NJ</p> <p>SC/RP/NJ</p> <p>JL</p> <p>JL</p> <p>LW</p> <p>ALL LW/BW/EW</p>
<p>5.</p> <p>5.a.</p> <p>5.b.</p>	<p><b>AOB</b></p> <p>SW suggested that could Facebook and Twitter pages be updated constantly over the Event weekend. As no one else was confident of doing this, this will be carried forward to next meeting</p> <p>SW suggested using Facebook as an alternative to the leaflet drop to encourage people to take part. The use of an incentive prize to encourage Facebook users to share the NSE Facebook page was agreed. A prize of two pizzas and a bottle of wine was kindly offered by the Shoulder of Mutton public house. SW to be made an administrator of the Facebook page to enable her to carry this out</p>	<p>All to note</p> <p>SH</p> <p>AMP/SW</p>

6.	<p><b>Date of next meeting</b></p> <ul style="list-style-type: none"> <li>• <b>Wednesday 14<sup>th</sup> March 2018 at 7.30pm at The Club</b></li> </ul>	
6.a.	<p><b>Dates for the whole of 2018 now confirmed.</b></p> <ul style="list-style-type: none"> <li>• <b>Wednesday 18<sup>th</sup> April 2018 at 7.30pm at The Club</b></li> <li>• <b>Wednesday 25<sup>th</sup> April 2018 at 7.30pm at The Club</b></li> <li>• <b>Wednesday 2<sup>nd</sup> May 2018 at 7.30pm at The Club</b></li> <li>• <b>Wednesday 16<sup>th</sup> May 2018 at 7.30pm at The Club</b></li> <li>• <b>Wednesday 11<sup>th</sup> July 2018 at 7.30pm at The Club</b>      <b>Bids Sub Committee</b></li> <li>• <b>Wednesday 8<sup>th</sup> August 2018 at 7.30pm at The Club</b></li> <li>• <b>Wednesday 12<sup>th</sup> September 2018 at 7.30pm at The Club</b>      <b>AGM</b></li> <li>• <b>Wednesday 10<sup>th</sup> October 2018 at 7.30pm at The Club</b></li> <li>• <b>Wednesday 7<sup>th</sup> November 2018 at 7.30pm at The Club</b></li> </ul>	