

**NORTHOWRAM SCARECROW EVENT COMMITTEE MEETING**  
**Wednesday 13<sup>th</sup> March 2024, at The Club.**

**Present:** Peter Caffrey (PC) - Chair, Steve Collingwood (SC), Molly J Varley (MJV), Janet Green (JG), Phil Ward (PW), Richard Priestley (RP), Emma Naylor (EN), John Kirwan (JK), Elaine Caffrey (EC)

**Apologies:** Martin Hey (MH), Leanne Watson (LW), Holly Branscombe (HB), Elaine Hey (EH) Frazer Hutton (FH), Careen Bowers (CB), Lynn Jagger (LJ),

Item	Notes	Action
1.	<b>Attendance</b>  See list above for those present and apologies.	All
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 future programme – agreed to implement in 2025 event. Businesses to be approached in Feb 2025.  Beer mats – print up for advertising for 2024. SC to design for consideration at next meeting. Distribution list to be agreed  Card to houses that are on the quiz route? - households on quiz route have been asked where it applies.  Club to review waste bins provision over Scarecrow weekend	MV/EN  SC ALL  JG
	<u>Other items</u>  Charity Commission application. - Date (4 <sup>th</sup> April) set to finalise the submission.	JG/SC JK/EC
5.	<b>ACTION PLAN Review</b>  The following items raised at February Meeting remain outstanding:  a. Insurance lead person will be JK with some handover from Steve Amos b. A “like & share” prize to be considered on social media – to be put on March agenda c. Posters required for Tombola prizes Appeal and inclusion on website – to review at next meeting.	JK JK/MH EN

	<p>d. Allocation of Charity stalls – awaiting confirmation of RAFA</p> <p>The Committee reviewed the current Action Plan and agreed to changes. These to be reflected in the latest version of the Action Plan.</p>	<p>EC</p> <p>JG</p>
<b>6.</b>	<p><b>AOB</b></p> <p>a) <u>2024 Event Sponsor</u> The Shoulder of Mutton has agreed to be the 2024 Event Sponsor.</p> <p>b) <u>Ward Forum Grant</u> Funding received. SC to look at and purchase appropriate equipment</p> <p>c) <u>Photos from NSE Grant recipients</u> Awaiting photos from 1 community group</p> <p>d) <u>Route Flyers</u> When printed, these will be given to Cttee members to deliver.</p> <p>e) A photo of the 2022 Northowram Scarecrow Event is being shown in an Exhibition in the Halifax Library – thanks to EC for submitting it.</p>	<p>SC</p>
<b>7.</b>	<p><b>Date of next meeting</b></p> <p>Wednesday 3<sup>rd</sup> April 2024 – 7.30pm at The Club</p>	