



## Welcome to the Parish of St. Edward the Confessor in the Diocese of Northampton

*St. Edward, Kettering  
Holy Trinity, Desborough*

*St. Bernadette, Rothwell  
St. Nicholas Owen, Burton Latimer*

### MEETING MINUTES

#### Soup Kitchen Group Meeting No 3

Meeting Details		Next Meeting	
Date:	4 April 2017	Date:	02 May 2017
Time:	19.30 – 20.30	Time:	19.30 – 20.30
Held At:	St Edwards Church Hall	Where:	St Edwards Church Hall
Present		Copies to	
1	Danny Cannon – Chair	Eileen Quilter Williams	
2	Canon John	Cath Roberts	
3	Hilary Rodgers - Coordinator	Chris Taylor	
4	Approx 25 parishioners		
5			
Subject / Assignment(s)		Who	When
1	<p>Terms of the proposal was announced to about 25 people in the meeting, mostly different people to the first meeting which took place on 14 March 2017. In summary</p> <ol style="list-style-type: none"> <li>1. The soup kitchen will provide soup and bread rolls, cheese and teas and coffees on a Tuesday.</li> <li>2. There will be teams of 6 people each week, including one team leader.</li> <li>3. Kettering Borough Council have been approached, they are supportive and will give guidance for Environmental Health issues.</li> <li>4. Training on hygiene has to be established.</li> <li>5. A steering committee has been formed of               <ol style="list-style-type: none"> <li>a. Eileen Quilter Williams</li> <li>b. Cath Roberts</li> <li>c. Frank Rodgers</li> <li>d. Hilary Rodgers</li> <li>e. Chris Taylor</li> </ol> </li> <li>6. The steering group will meet again on 18 April</li> </ol>		
2	Training to Level 2 in Food Safety – Catering, is required by KBC. A comparison of costs of training the team leader plus one other from each team will be established as alternative training companies are available.	F Rodgers	18.04.17
3	Teams of 6 and team leaders will be proposed by the steering group and discussed with Canon John.	H Rodgers	02.05.17
4	It was suggested that all volunteers will need DBS checks. This will be validated with the parish Safeguarding representative.	H Rodgers	02.05.17
5	Funding for equipment is still being investigated from at least two sources – initial results indicate a positive outcome. Update at next meeting.	H Rodgers	02.05.17



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6	It was suggested that First Aid cover may be needed, and if so, what training is needed. This will be checked with the Parish Church and The Open Door Church for their arrangements. St Edwards should follow their precedent.	F Rodgers	18.04.17
7	Next meetings  1. Steering Group. 18 April 2017 at 19.30 in Park View. 2. Parish Group. 2 May 2017 at 19.30 in Church Hall		