



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			
Christmas Day meal meeting			
Meeting Details		Next Meeting	
Date:	24 October 2017	Date:	TBC
Time:	19.00 – 20.00	Time:	TBC
Held At:	St Edwards	Where:	TBC
Present		Copies to	
Ade	Denise MacKay		
Suzi Glover	Frank Rodgers		
AJ Hough	Hilary Rodgers		
Richard Hough			
	Subject / Assignment(s)	Who	When
1	Previous years		
1.1	In The Hub last year there were three team leaders organising the event.	Statement	
1.2	Food was prepared 1 -2 days in advance, turkeys cooked, sliced and warmed up on the day. Potatoes were boiled and frozen to be roasted on the day.	Statement	
1.3	The spreadsheet showing the quantities involved at The Hub in 2016 will be forwarded to Frank Rodgers.	S Glover	31.10.17
1.4	Equipment was hired in the past from Chelsea Hire in Northampton. Such items as mobile ovens, hotplates and heated serving dishes.	Statement	
1.5	The food was served on a rolling basis with approximately 50% ready and available for the opening time of mid-day. The food was served until 2 o'clock.	Statement	
1.6	Churches Together funded the food and equipment if it hadn't been donated by various suppliers.		
2	Christmas 2017 Intention		
2.1	It was decided unanimously there is a willingness to serve a meal on Christmas Day to the homeless and needy of Kettering. With that in mind, the following items were agreed.	Statement	
2.2	Frank Rodgers will be project leader.	Statement	
3	Details of Christmas Day 2017 Plans		
3.1	Agreement to be obtained from Canon John if St Edward's Church Hall is available.	F Rodgers	30.10.17
3.2	Equipment available at The Hub <ol style="list-style-type: none"> 1. Tables 2. Cutlery 3. Crockery 4. Heated Trollies 5. Bain-Marie heated cabinet These will be checked and information on their availability	S Glover	31.10.17



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3.3	Asda and Sainsbury in Kettering will be approached through known contacts, to ask for food donations for Christmas.	D MacKay	30.11.17
3.4	It is possible that Laurie will run the kitchen and cooking activities. This will be confirmed.	Ade	31.10.17
3.5	Richard has volunteered to be in charge of entertainment.	R Hough	25.12.17
3.6	A list of requirements to be drawn up, circulated and discussed at the next meeting.	F Rodgers	31.10.17
3.7	Next meeting to be called and take place during week commencing Monday 6 November.	F Rodgers	10.11.17
4	Contact details		
4.1	Ade 07842 623905		
4.2	Suzi Glover 07725 175636 suziglover@hotmail.com		
4.3	AJ Hough 07943 866751 ajhough@btconnect.com		
4.4	Richard Hough 07738 022239 richardhough@btconnect.com		
4.5	Denise MacKay 07817 296900 01536 522715		
4.6	Frank Rodgers 07 584 207 019 frank@spokeguards.co.uk		
4.7	Hilary Rodgers 07522 349075 h.rodgers@uwclub.net		