

Catering for St Jude's Event's for 2024

Event	Date	Coordinators	Helpers	Tasks	Tasks
Mothering Sunday	4 th Sunday in Lent	1. 2.	nil	2 Simnel cakes baked and cut into small cubes.	

<p>Maundy Thursday Meal Cater for 60 Held in PR</p>	<p>Thursday 28th March Start 6pm</p>	<p>Coordinators</p> <ol style="list-style-type: none"> 1. 2. 	<p>Helpers</p> <ol style="list-style-type: none"> 1. 2. 3. 4. 5. 6. 7. 8. 9. 10. <p>PS See checklist</p>	<ul style="list-style-type: none"> -Sign up sheet- 3 weeks before -Buying ingredients- see event book for list food -Setting up tables\chairs(2 tables together for 10 people) -Laying tables- cloths/utensils/glasses/salt and pepper -Washing and organising food onto platters -jugs with water and grape juice -check during meal see if top up of water and juice needed -Clear tables -stack dishwasher -put away plates and utensils -put away tables and chairs -washing tablecloths and tea-towels 	<ul style="list-style-type: none"> -Roasting leg of lambs and slicing (4) -boiling eggs (40)
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<p>Dedication Sunday Held in PR.</p>	<p>Sunday 23 June Parishioners bring plates of Savoury finger food.</p>	<p>Cordinators 1. 2.</p>	<p>Helpers 1. 2. 3. 4. 5. 6.</p>	<ul style="list-style-type: none"> -Sign on sheet 3 weeks before -shopping for punch ingredients/dips and crackers -Set up tables -put on table clothes -set up punch table -organise food onto plates -receive food as it comes in and place on table or in fridge before event -cover food on table to prevent people from eating before staff are across from the church -make punch ready to serve -person serving punch -person handing around dips -place fridge food on tables, remove table cloths -clear tables and wipe plates -stack dishwasher, put away crockery and utensils -wipe and put away tables. -wash cloths and tea towels -vacuum floor 	<p>3 cakes baked 3 slices baked</p>
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<p>Hymn Fest</p> <p>2.30 Hymns in Church</p> <p>3.30 Devonshire Tea in PR (aim 80 people)</p>	<p>Saturday 3rd August</p> <p>Provide Devonshire Tea after Hymn Fest as a fund raiser for CMS</p>	<p>Coordinators</p> <p>1</p> <p>2.</p>	<p>Helpers</p> <p>1</p> <p>2</p> <p>3</p> <p>4</p> <p>5</p> <p>6</p>	<p>-Sign on sheet/ Advertising</p> <p>-Set up tables/chairs</p> <p>-Lay cloths, cups, plates, knives napkins</p> <p>-beat cream</p> <p>-fill small containers with jam</p> <p>-set up coffee/ tea stations</p> <p>-two people to collect money/tapper</p> <p>-clear tables</p> <p>-stack dishwasher</p> <p>-put away cups/plates</p> <p>-put away tables</p> <p>-vacuum floor</p>	<p>Bake 10 doz medium sized scones(cutters available)</p>
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<p>Patronal Festival</p> <p>Held in Cemetery</p>	<p>Sunday 27th October</p>	<p>Parish Council to Coordinate</p> <p>1 2 3 4 5 6</p>	<p>Helpers</p> <p>Cooking BBQ</p> <p>1 2 3 4</p> <p>Serving Food</p> <p>1. 2 3 4 5 6</p>	<p>-Check what is already available at church re sauce, cups etc</p> <p>-Shopping for napkins, bread, sauce, paper cups, sauce, paper plates, punch ingredients, dips and crackers, chips for kids</p> <p>-water station</p> <p>-organise 6 salads to serve</p> <p>-organise for 3 cakes</p> <p>-set up coffee/ tea station</p> <p>-Organise tongs to serve</p> <p>-clean up BBQ's</p> <p>-clean up tables and put away</p> <p>-washing up and putting away</p>	<p>-Order from butcher sausages, chicken kebab, onions</p> <p>-Bake 3 cake</p> <p>-Bake 3 slices</p> <p>-6 salads</p>
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Carols by Candlelight Supper after Carols	Sunday 22 nd December	2.	. 2. 3. 4.	-requesting people to bring food three weeks before -Setting up for supper – tables, coffee and tea and receiving food before service -making tea and coffee. -stack dishwasher -put away utensils -put away tables -vacuum	