

Notes from Events Committee meeting held on Thursday 11th January at 8 Vicarage Gate.

Present: Mary Bentall, Joss Cooper, Jean Reed, Jeanette Whiteman, Trish Tye and Eve Gunn

Apologies: Susan Thomas

		Action
1.	<p>Quiz Night – 3rd February</p> <p>Trish confirmed that she had created a poster, a flier and the tickets. Posters to be put up and fliers to be handed out at services on Sunday. The cost of £10 a head was agreed, and starting time of 7.15 to 7.30pm. Mary and Eve to sell the tickets, maximum of 60.</p> <p>Food – Trish and Eve to make Chicken, squash and pesto lasagne. Also to provide a green salad and garlic bread for each table.</p> <p>Jeanette to make a vegetarian lasagne.</p> <p>Desserts – Mary, Sue and Trish to make crumbles for 10 people each, Jean and Eve to make two large fruit salads.</p> <p>Eve to provide ice cream.</p> <p>Nibbles for tables. Jean has provided some nibbles for the tables, Joss to provide a further selection.</p> <p>Eve has drawn up a Risk Assessment which Mary will take to the next Safeguarding meeting, any refinements to be sent back to Eve to update, publish, and file.</p>	<p>Trish/Eve/Mary</p> <p>Trish/Eve</p> <p>Jeanette</p> <p>Mary,Sue, Trish,Jean, Eve</p> <p>Eve</p> <p>Joss</p> <p>Mary/Eve</p>
2.	<p>Deanery Synod Meeting – 17th January</p> <p>It was noted that teas/coffees and biscuit need to be served at this meeting, from 7.15pm for 50+ people. All to be seated by 8pm.</p> <p>Trish, Eve, Joss and Jeanette to meet at the church at 7pm to set up.</p> <p>Mary to provide biscuits</p> <p>Eve and Trish to get cups out the hall on the Tuesday evening.</p> <p>Eve to ask Angela and Simon, Deanery Synod Representatives, to collect the cups after the event for washing up the following day, Mary to supervise the washing up.</p>	<p>Trish, Eve, Joss, Jeanette</p> <p>Mary</p> <p>Trish, Eve</p> <p>Eve</p> <p>Mary</p>
3.	<p>Songs of Praise – 28th January</p> <p>Eve to ask Cally if she'd like us to do tea in the hall after this service.</p> <p>If so: Jean to provide biscuits, Jeanette – lemon drizzle tray bake, Sue – tray bake. Mary to ask Annie if she could do a tray bake.</p> <p>Eve to provide milk.</p>	<p>Eve</p> <p>Jean, Jeanette, Sue, Mary</p> <p>Eve</p>
4.	<p>Pancakes at the Vicarage – 13th February</p> <p>The Guides will not be doing pancakes this year. The committee were not sure whether we would get many to come along as it is half term.</p> <p>However, we wondered if perhaps Quest would lead this event? Trish to talk to Beverly to see if it is something that the Youth Group could lead.</p>	<p>Trish</p>
5.	<p>Lent lunch – 18th February</p> <p>This should start at 12.30pm this year so as not to rush everyone.</p> <p>Soup to be provided by Joss (tomato), Trish (carrot) and Jeannette (pea and horseradish).</p> <p>Eve to provide bread.</p> <p>Eve to put in newsheet</p> <p>Eve to ask Peter Nicholls which charity should be beneficiary.</p>	<p>Joss, Trish, Jeannette</p> <p>Eve</p> <p>Eve</p> <p>Eve</p>
6.	<p>Auction of Promises – 20th April</p> <p>Simon has confirmed he is happy to help with creating the booklet.</p> <p>Eve to contact Ewbanks to make sure we have an auctioneer.</p>	

	<p>Eve to put details into the magazine and news sheet. It was agreed that no wine should be served but people should bring their own. Trish to create a poster, fliers and tickets and weekly updates to be distributed.</p>	<p>Eve Trish</p>
7.	<p>Fete and Dog Show – 9th June The PCC have asked the Events committee to try and find a leader for this project. Eve to write to likely candidates to see if anyone would be willing to take this on. Eve to book the ballet to perform as usual.</p>	<p>Eve Eve</p>
	<p>Next Meeting – Thursday 1st March, 2 Beechcroft Drive, 8pm Eve to do a risk assessment for this event.</p>	<p>Eve</p>