

For coffee and tea making duty

You need:-

Biscuits (or mini cakes)
1 litre of milk
A carton of fruit juice

This should be ample for 35 to 45

You do NOT need to bring sugar, coffee or tea bags as those are available in the kitchen at St Pargoire. All cups, jugs, glasses etc are there, as well as the coffee urn.

You need to be at the Temple at least 20 minutes before the service to make sure you get the cups etc out of the cupboard, and to set up the coffee machine. At the present numbers the urn needs to have water up to the 40 mark.

Make sure the middle spindle and filter are well positioned otherwise the lid will not clip under the handles properly (to secure the lid in the grooves in the handle, you must turn the lid in a CLOCKWISE direction). Plug the urn in and switch it on at the bottom only once the water and coffee have been added.

Please make a pot of tea, and offer it as well as the coffee, there are about 4/5 people who would prefer tea so one pot is more than enough.

This is not a one-person job, but you are likely to find helpers willing to hand round the coffee and biscuits and to wash up afterwards, also to stow away everything at the end.

There is always someone there to open the door and to show you where everything is, so please do not worry! Just don't forget the biscuits, milk and fruit juice!!

Please make sure that the coffee urn is empty and washed out and put back in its box. Also that the bin bags are taken, the bin bags must not be put in the bins near the church as they are private and we have had a few complaints.

If you have any other question, please contact me.

Patricia Bigot
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