

Llanfair Singers Tea/Coffee and Chairs Rota

Summer Term 2019

April 5th Knighton	Val Owens, Alison Thomas, Gwen Davies
April 12th	Julie Tyler, Kate McLean , Sandra Thomas, Di Cosgrove
April 26th	Chris Martin , Annie Pearson, James McVicar, Ann Harroway
May 1st (Weds)	Peter and Becky Sherman , Carolyn Wilde,
May 10th	Sarah Green , John and Iris Greaves, Chris Ruby
May 24th	Judy North, Jenny White, Christobel Hargreaves, Helen Henchoz
May 31st	Andrew Lewis, Lindsay Bayles , Jane Wynn Owen, Ted Hutchins
June 6th (Thurs)	Jo and Martyn Davies, Michael and Dorothy Simmonds
June 14th	Marilyn McIntyre, Peter Clements, Diana Hadley , Rosemary Hanna
June 21st	Richard and Jemma Montagu, Tony Bindloss, Susan Harley
W.B. 24th June	(for Durham) Pam Grounds , Jenny Perry, Anne Mary Davies, Shirley Weaver

- The week before your turn – ensure you have the key and this rota - the leader of the team (emboldened) should take care of the key. **The key holder should lock the Hall before leaving with the key.**
 - On the evening of your duty you **must arrive by 7.10pm** to put out chairs, piano and tables as per the pattern below, and prepare the tea things. **Everything must be ready by 7.25**
 - Please bring milk, biscuits, tea towels and a receptacle for used tea bags etc and take it away after the rehearsal with you for disposal along with any waste towels from the loos
 - If you notice we are running short of tea/coffee/sugar, please let Sarah know
 - **At the end of the evening please replace all the chairs and tables and the piano ensuring the piano heater is plugged in and switched on.**
- Clear the kitchen and give the key to the next team**
- *If you can't make the date you've been allocated, please re-arrange it yourself and swap with another choir member and let the other members of your team know. You all have a current contacts list.*

ENTRANCE

