**Organising Food at The Shelford Feast.**

Three stages – A preparation and purchasing; B mid week provision; C The Feast.

**A**

Preparation and purchasing

Agree what we are going to provide. Normally beef steaks, beef burgers, sausages, with onions, relishes and salads. We usually offer a stir fry (with or without meat) and have also offered chilli and rice.

Agree a price list and make several copies. Use a copy to make a large blackboard.

There may be needs for equipment such as cooking tools, hats, pinnies, gloves etc.

Barbecues are hired from the gas supplier:

Cambridge Gas and Electrical Centre. 253 Barnwell Rd. Cambridge. Cambridgeshire. CB5 8SL. www.cam**gas**ltd.com/

A big shop is carried out on Monday of Feast week at Bookers, usually requiring two cars. See shopping list attached. John Doviak has usually carried out a statistical analysis of this spreadsheet based on reported purchases and sales from the previous year, including unsold items to estimate for next year.

Rolls are ordered from Day’s in the village. They require 48 hours notice. We try to work 48 hours in advance so we have at least an evening’s supply in hand, while trying to estimate what will be needed the evening after next.

Sausages and burgers are ordered from Barker’s using the same principle of having at least an evening’s supply in hand.

We also order more than a week in advance the required number of lambs, pigs and, if required, beef. This to be collected on Saturday before Feast Day.

Volunteers should be allocated on a rota. 9 or 10 people will be needed each weekday night.

**B**

Mid week provision

Each evening (and the beer festival) has different needs. See previous year’s spreadsheets for numbers expected. The first food night is Tuesday, the SYD night, with a simple sausage and burger offering. A generally quiet night though with surges of customers at the several intervals, this is a good night for settling into a pattern of work.

Ensure there is a rotation of stock in the chiller and the stack of rolls, marking dates on each so any stock from the previous night is sold first; rolls in particular go stale very quickly.

The rota may have 9 or 10 people each night, with 1 on stir fries and steaks, 2 or 3 on cooking, 1 on the till, 1 on bain marie and 3-4 serving.

The marquee set up for the week is basic: barbecues at the HQ end, giving access to the chiller van and to the Scout HQ where all stores area kept. In the middle is the large bain marie as a holding place for the cooked items. At the front the covered tables hold salad, knives and forks, sauces and relishes. Customers queue at the till where orders are taken and to which they are delivered by the servers who move from the pile of rolls to the bain marie, filling the roll and returning to the front table. Steaks and stir fries are cooked as required, and a small chit is passed back to the cook for that, while the customer waits.

The Quiz night on Thursday has different needs as participants book from a limited menu in advance, and food is delivered at speed to teams in one interval. See attached “Delivering food on quiz night”

**C**

The Feast

See attached “Feast Food Plan”.

There is usually a need for a further Bookers run by Saturday, when a stock check should be carried out.

All remaining rolls and meats will be collected on Saturday morning. Rolls must be kept in trays or boxes, never stacked on top of each other or they will flatten. Meat roasting preparations begin on Saturday ready for early Sunday morning cooking.

It is customary to have a Big Breakfast for Bunch members and early setup workers at 9am on Sunday morning. Supplies should be included on the spreadsheet.

Sunday morning is also time for salad choppers preparing salads in the Scout HQ.

Servers and cookers work a different rota, with one hour on at a time. Set up should begin at about 10.30 ready for delivery at 12 mid day. Selling out of all food by 4.30 or 5pm on Sunday is considered a success.

Any unsold food such as rolls, burgers or sausages can be bagged up in freezer bags and sold at cost price.

A final stock check before all equipment is put back in store is useful for updating the shopping list spreadsheet. Don’t forget to note any food left over (whether sold or not) to enter onto the shopping list spreadsheet as waste.

**Appendices**

Shopping list

Meat Order

Sunday Food Plan

Delivering Food on Quiz Night

Food Allergies Sign

Jock’s Stir Fry Recipe