

Easter Trail Tasks

Task	Volunteers	Completion Date
Design Poster (& get printed)	Paul	?1 st March
Distribute posters	Hannah Susie	8 th March
Advertise poster/event on social media	1.Sophie Rodgers 2. Hannah Kitching 3. 4.	1 st March onwards
Request Easter egg donations from local shops	1. Claire Hallam 2. Becky Robinson 3. Rachel Stelling 4. Susie Hall 5. 6. 7.	13 th Feb onwards
Plan trail course through Hackfall woods	Hannah Rachel Danni	
Design trail story board	Hannah Danni	
Health and Safety/ Risk assessment	?Rachel Goss	By 3 rd April
Design map & comic strip clues	Hannah Danni	By 27 th March
Print copies of map and comic strip clues	?Rachel Bain (admin fairy)	By 3 rd April

Laminate copies of map and comic strip clues and tie together	1. 2.	By 3 rd April
Dress up as Peter Rabbit (multiple volunteers welcome!) Grand opening weekend Bank holiday weekebd	1. Hannah 2. 3. 4.	
Set out trail art work and direction arrows	1. Hannah & Jonathan 2. Falsh & Jenna 3. Baz & Rachel 4. 5.	By 3 rd April
Take down art work and direction arrows	1. Jonathan & Hannah	19 th April- 26 th April
Stakes for signs	Jenna	
Staff the Trail ticket sales in pub over the opening weekend and BH weekend	See separate sign up sheet on office door	