

St Hugh of Lincoln, Letchworth Garden City

Fundraising Committee Inaugural Meeting

Held 18 September 2014, 89 Cowslip Hill

Present: Ursula White (Chair), Ann-Marie Palmer (Secretary), Julie Cranston, Hedy Fletcher, Peter Spreckley, Angela Spreckley

In attendance: Alex Rebello, Ian Hunt

Apologies: Fr Jimmy, Alan Scouller

The Chair opened with an extract from one of Oscar Romero's homilies:

“The Church Exists to Serve. A church cannot only be concerned with taking care of itself, like those who live obsessed only with their health and never have time to do anything else, because they are taking care of their health. The church takes care of its health, but not through selfishness, rather so that it might be strong and healthy, and serve. The church has as its goal to serve”. 17th September 1978.

The Chair commented that, by agreeing to serve on this newly formed Fundraising Committee, each member is, along with every supporting parishioner, helping to preserve the health of the church and thus playing a part in ensuring it can achieve its goal of serving the people.

Role of the committee

- The meeting discussed the role / purpose of the committee. It was felt that the committee would be an extension of the finance committee with its purpose being to raise funds in a well organised, enjoyable way and to help us come together as a parish community.
- Short term aim to increase revenue deficiency.
- Think about capital expenditure plans.
- Overall goal – to think BIG!
- It was felt that the various committees of the parish should not be single entities and should run laterally.
- In terms of roles in addition to Chair and Secretary it was felt that a Treasurer was needed in order to keep a record of monies going in and out of the parish account. It was agreed that Peter & Hedy would undertake this jointly.

The Christmas Fayre

- The KSC have organised the Christmas Fayre for many years and they will be kept in the loop in terms of planning for this year. Alex advised that he was happy to help with arrangements for the Christmas Fayre but did not want to be involved in the Fundraising committee on an ongoing basis. The Chair confirmed that there was no expectation in this regard.
- Alex gave the Chair a list of people who have helped in previous years for information purposes.
- Angela / Peter – taking responsibility for the “Grand Draw”. Angela advised that the KSC were able to donate a cash prize but the amount needed to be determined in order that the tickets could be printed.

ACTION: Alex to check with the KSC re amount of donation and advise Angela accordingly

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- Other prizes to include: A Fortnum & Masons Hamper; Round of Golf at Letchworth Golf Club; Voucher for Talents Hair Salon; Meal at Shapla White; Hitchin Bike shop will give something but not a bike. Ian Hunt advised that he had recently purchased a bike from Paul's Bikes and agreed to approach them to see if they can help.

ACTION: Ian Hunt to approach Paul's Bikes re possible donation.

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- Other ideas suggested included Tour of Emirates Stadium, Voucher for Broadway Carvery, Nuffield Health.
- The meeting was advised that we do not need a licence for the tickets as they will fall under the licence for the 200 Club.

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<p>Christmas Fayre/cont</p> <ul style="list-style-type: none"> • UW has been in touch with Jane Perry who is keen on harnessing the Church / School partnership beyond the use of the school premises for the Christmas Fayre. • 2 books of tickets to go in each child's book bag. • Suggested 50p per ticket with 10 tickets per book for ease of buying a full book for £5 whilst still keeping the cost of tickets within everyone's reach. • 750 – 1,000 books to be ordered (will adjust depending on any significant increase in price over a certain number. • Need to identify supporters/ helpers. • Tickets to be sold outside Mass and sell to friends and family and also on the day. • JC part of successful team organising school summer fete and will benefit organisation here also. • School link important • UW received 6 or 7 calls offering help. Question raised if we could also involve the Brownies in some way? • As has been tradition Cliff Marshall suggested as Father Christmas. 	
<p>200 Club</p> <ul style="list-style-type: none"> • The Chair advised that the Parish Administrator has been given the responsibility of setting up and running the 200 Club and this has now been signed off by Fr Jimmy so nothing further for us to do as a committee other than help on the launch weekend. • The Chair advised that there was nothing we could do at this point except support the launch weekend as it was confirmed that a notice had gone in the coming weekend's newsletter detailing prizes etc. • To clarify, the meeting was advised that the Parish Administrator has been tasked with showing a measurable increase in income by November and, further, that a deadline had been set by the finance committee to have the 200 Club set up by the end of September. 	PS
<p>Gift Aid</p> <ul style="list-style-type: none"> • Concerns were raised concerning the low numbers in the parish who Gift Aid their offerings. Peter asked that this matter be left with the Finance Committee as it is a key priority and clear action plans are being put in place. <p>No further action by the Fundraising committee.</p>	
<p>Easyfundraising</p> <ul style="list-style-type: none"> • Easyfundraising had been suggested as a way to raise money at no additional cost to parishioners. Basically we can raise money every time we shop on line via the Easyfundraising website. Many well know retailers take part including John Lewis, Amazon etc. <p>ACTION: Julie to take forward and look into setting up a fundraising page for St Hugh's.</p>	JC
<p>Fundraising ideas</p> <ul style="list-style-type: none"> • Peter advised that there are many ideas for fundraising on the Diocesan website. Something for the future might be a "legacy weekend". • Another idea suggested (and which has been talked about for some time) is a Parish booklet / Welcome pack which would give new parishioners all the information they needed regarding the parish, including details of how to join the planned giving scheme, Gift Aid / Standing order forms etc. Further thought / planning needed on this. 	

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<p>Fundraising ideas .../cont</p> <ul style="list-style-type: none"> • Some thoughts shared re future fundraising / parish events included: <ul style="list-style-type: none"> ◆ Quiz ◆ Parish BBQ / Open air Mass ◆ Swimathon for St Thomas More pupils (possibly using the St Francis Swimming Pool) ◆ Auction of Gifts & Promises ◆ Parish Cook book ◆ Talent night ◆ Possible use of Waitrose Cafeteria for a “cheese and wine tasting” evening ◆ Concert in Church (opera singer / possibly St Francis Senior School Choir) ◆ Hiring out of the cinema – with film relevant to the audience. Have to pay for hire and for film ◆ Ask children to fill Smartie tubes with 20pence pieces ◆ Sponsored dog walk 	
<p><u>Working in Unity</u></p> <ul style="list-style-type: none"> • The Chair stressed the need to harness the energy of other fundraising groups in the parish and to work in unity with them. Perhaps something like the “Circus to Circus” walk could be done in aid of the parish. The parish supports many good causes but everyone in the parish needs to understand that we also have our own needs. Experience of the Growing in Faith campaign shows that personal contact is key in engaging people. • It has been agreed by Fr Jimmy that an appeal to the parish to increase planned giving can take place in February next year and a few thoughts discussed as to how we envisage this being undertaken: <ul style="list-style-type: none"> ◆ Leaflet to be produced setting out our financial position and what is needed to improve. ◆ Need to agree the message we want to get across to the whole parish. ◆ It was felt that a younger parishioner and a lady would be best to engage with parishioners, and particularly those with young families. 	
<p><u>Plan for 2015</u></p> <ul style="list-style-type: none"> • For the next meeting we need to start looking at a plan for 2015 to ensure events for all groups in the parish are spread across the year and to avoid events that might be happening at both St Thomas More and John Henry. <p>ACTION: Ian advised he would send through a copy of the JHN Plan for 2014/15</p>	<p>IH</p>

Next meeting: 23 October, 8pm – 89 Cowslip Hill

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Certified a true record by the Chair

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Date