**St Hugh of Lincoln, Letchworth Garden City**

**Meeting of the Fundraising Committee**

**Held 21 January 2015, 8pm at 89 Cowslip Hill**

**Present:** Ursula White, Ann-Marie Palmer, Peter Spreckley, Angela Spreckley, Hedy Fletcher, Julie Cranston

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| The meeting was opened with the Sign of the Cross |  |
| **Approval of Minutes held 23 October 2014 / matters arising**The Minutes of the meeting held on 23 October were approved, and with the following updates:* An idea for the 200 Club draw to be undertaken at the Sunday morning coffee after 9.30am Mass.
* Ursula attended the Parish Council meeting on 12 November and gave an update.
* Easyfundraising – only small numbers have signed up to Easyfundraising and it was decided that over the next couple of months we could remind people to do so via the Newsletter and arrange for a demonstration at the Sunday 9.30am coffee morning. Details to be confirmed but Hedy said she would be happy to help with this.

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| **Christmas Fayre*** The Christmas Fayre was a great success with good feedback received from a cross section of the Parish.
* £3,400 raised and Peter advised that Fr Jimmy is very happy.
* There were a couple of unwanted raffle prizes, one of which was Round of Golf at Letchworth Golf Club. This is valid until 31 December 2015 but it was felt this could perhaps be offered out for bids / someone could use and give a donation. Valid for weekday’s only and official handicap certificate is required to play.

**Successes / things we could do better next year:*** Longer lead time for preparation needed; date for2015 to be agreed early.
* Storage of items was an issue and we need to find a better solution for this year.
* Need to look at the quality of donations (particularly toys) – to be new / nearly new, as some items were broken and had to be thrown away.
* Better collaboration with the School PA; to invite them to some of the prep meetings. Tombola – it was noted that children were allowed to draw tickets on the bottle tombola and that better controls need to be in place for next year. No children to take away alcoholic beverages.
* All stallholders need to help tidy up at the end of the day as this was left to quite a small number of people. The school were very happy with the clean up.
* Need to look at more variety of stalls / fresh ideas for this year.
* Guessing the weight of the cake was a huge success and something we should look to do again.
* Need to look at the financial process and how we can do this better (re collection of monies from the stalls, dedicated area for counting only) etc.

**Celebration*** It was agreed that we should celebrate the success of the Fayre and something would be arranged for post 9 February.

**2015 Fayre*** A tentative date for 2015 was agreed of **28 November.**

**ACTION: -** Date to be checked with School (Ursula)* Parish diary to be marked (Ann-Marie to arrange)
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| **2015 Events** **Lenten Planned Giving Appeal:*** Peter advised that he had David Legg had met with Fr Jimmy to discuss plans for the Lenten Appeal.
* Likely to be first weekend of March with a member of the Parish to speak on Week 1 and Fr Jimmy to speak Week 2.
* Draft booklet with Fr Jimmy and Peter and David due to meet with him again for sign off. Peter promised to share a copy with the committee when it was nearer final stages for any comments. Will also be shared with a cross section of the parish for their views.
* The booklet focuses on regular running of the parish and does not focus on any specific capital expenditure.
* Parishioners will be asked to complete a pledge card and tick one of 3 options.
* There will be follow up of the cards and details can also be used to update the parish database. All will be totally confidential and personal follow up with individuals by letter.

**Other fundraising ideas:*** **Concert in Church**. One idea for a performer is the sister of a parishioner who is an Opera singer but sings all types of music.
* Sacred / Classical music / Readings / Poetry.
* Friday night / 7.30 – 9pm. No refreshments / interval.
* £5 per ticket / £2.50 for children (Family ticket of £15 for those with more than 2 children).
* List of acts to be finalised.

**ACTION:** Angela to check availability of parishioner’s sister.* **Mile of Coins**. Need to decide on way to collect the coins / chart to show progress (A large Piggy Bank was suggested as one idea).

**Timetable:**Lenten Appeal First week in MarchConcert End April / early MaySummer “free” event – BBQ / MusicChristmas Fayre 28 November (TBC) | **AS** |
| **Any Other Business*** Date of next meeting: 4 March, 8pm – venue to be confirmed.
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| The meeting closed with the Sign of the Cross |  |

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