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July 2020

Dear Parish Organiser

### Ride+Stride – Saturday 12th September 2020

You may have been wondering about whether or not Ride+Stride would be taking place this year. The Trustees of the DHCT met on 23<sup>rd</sup> June to make the decision and agreed that the event could go ahead in a slightly modified way to take account of the restrictions imposed on us all by the Coronavirus Pandemic. I hope you have managed to stay safe and well over these last few demanding months and feel able to oversee this event on behalf of the Trust and your own church. Thank you!

#### COVID-19

Subject to restrictions that may still be in place on 12<sup>th</sup> September 2020, the information given may have to take account of the following, and adaptations made accordingly.

- Churches may not be open
- Refreshments and WCs may not be available
- Riders and Striders may have to self-record their efforts completing their own Record of Visits
- To facilitate social distancing, Riders and Striders are asked, where possible, to seek sponsorship through JustGiving or other on-line channels for donation. See below for a significant change from the letter sent out in June.

Ride + Stride is a national event which takes place every year on the second Saturday in September to raise money for the maintenance of our treasured churches across the whole country. Last year, Dorset's Riders and Striders raised £84,632 in our one major fund-raising event of the year. Thank you for agreeing to be the Parish Organiser for R+S 2020. If you are doing this for the first time, this letter will help you to encourage people in your parish to take part in support of the Trust and your own church. If you are not able to be the PO this year, please pass the pack on to your successor or ask the PO of a neighbouring church to join forces. If that is not possible, please ask your PCC Secretary to find another and then let me know so that I can change my records. Please also inform your Deanery Area Representative.

Your pack contains all that you should need to be the Parish Organiser for R+S 2020. There are quite a lot of separate pieces of paper but it should all become clear once you have read it through. There are, however, some changes for those of you who are not first-timers!

The main change this year is that we are asking churches to provide their bank details so that the 50% refunds can be paid by BACS. Please make a note of your church's serial number, which is on the label on the envelope containing this pack and on the Remittance Form. You will need to use it as the BACS payment reference. **PLEASE NOTE THE NEW STYLE REMITTANCE FORM – please ensure you follow the instructions and send your payment and forms to**

President: HM Lord-Lieutenant of Dorset Mr Angus Campbell  
Registered Charity Number: 282790  
Registered Office: 53 High West Street, Dorchester DT1 1UX

Chairman: J D Stokoe CB CBE  
Website [www.dhct.org.uk](http://www.dhct.org.uk)  
In association with The National Churches Trust

**the new address.** Every part of the pack, except the bright yellow poster, can also be downloaded from the R+S page of the DHCT website, [www.dhct.org.uk](http://www.dhct.org.uk)

You will also see that we have not included any self-adhesive stickers, the list of churches or the list of Deanery Area Representatives. Whilst we agreed not to include stickers for economic reasons, the other information is available on the website.

Your Deanery Area Representative has already contacted you about getting publicity into your Parish Magazine for Ride+Stride 2020.

**First** – spread the word. Fill in your contact details on the white poster and put it up on your church notice board so that people know who to approach for details. I suggest you use a phone number and your e-mail address if you have one.

**Next** – ask anyone who took part last year to join in again. Are there any new people in the village or in your congregation who could be interested? Remember people do not have to be church-goers to be passionate about our wonderful churches. It may suit your community better to arrange a walk to a Coffee Morning or other less physically demanding event. We are keen to encourage one or two schools to join in. Perhaps a cycle club or walking group could support the event this year, raising funds jointly for DHCT and for their own registered charity. Several people have done a sponsored swim. Also remember that, to avoid clashing with a popular local event, R+S can take place on any day from the Sunday before to the Friday after 12th September, during which the DHCT Public Liability insurance will be in effect. Please discuss this with your Deanery Area Representative. We have set up a Twitter account @Ride+Stride4dorset, which you can follow.

While you are talking to your DAR, he or she will be planning to put up a number of big yellow poster boards across the Deanery. If you have a prominent site along a road or near your church, you could help to get approval from the owner of the land for the board to be put up for a couple of weeks from late August.

Once you have signed-up a rider or strider (or several!) please go through their pack to ensure they are clear about how their sponsorship forms should be completed and that they know enough about Just Giving and Gift Aid to get sponsors to use them. It may be that social distancing rules will preclude too much personal contact and so we are encouraging using e-mails to communicate with your team of supporters.

**JustGiving** We are encouraging Riders and Striders to use their existing JustGiving page or to set one up by going to [www.justgiving.com](http://www.justgiving.com) and following the prompts to R+S 2020. Once logged-in, they must follow the guidance laid down in the letter to Riders and Striders which will ensure that their sponsorship is correctly allocated to their nominated church (or charity). They must not use the JustGiving page on the DHCT website as it is not possible to link sponsorship reliably to the nominated church. The JG page on our website is intended for donations and fund-raising events not associated with R+S 2020.

Once again, thank you for taking on the role of Parish Organiser; good luck and please do get in touch if you need any help or information. At the same time, please do everything you can to keep safe and stay well.

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## PARISH ORGANISER'S CHECKLIST

### IN EARLY AUGUST

- 🚲 **Local posters** please put up the white A4 posters on your church notice board. The bright yellow posters should be utilised in popular places around your village/town. Don't forget to include your contact information of a telephone number and e-mail address if you have one.
- 🚲 **Help on the Day** - if you are able to staff your church, you will need to recruit helpers this will depend on any restrictions in place in regard to Covid-19. A rota of, say, an hour each is usually easier to organise than a longer period of time. It really does make a difference if churches have someone to welcome cyclists, but please ensure you are not breaching any social distancing rules in place at the time.
- 🚲 **Refreshments** - If at all possible, please provide drinks (some churches provide biscuits as well!), directions to the nearest toilet and possibly to other nearby churches.

### ON CYCLE RIDE DAY

- 🚲 **Attended Churches**
- 🚲 The church should be open between 10.00am and 6.00pm
- 🚲 Using your rota of helpers, ensure the "Register of Visitors" is accessible
- 🚲 Sign participants' sponsorship forms
- 🚲 Provide refreshments
- 🚲 Give directions if necessary

There is no doubt that a manned church makes a big difference to participants. They are often interested in the churches they visit and like to stop for a short chat. However,

#### **If you are not able to staff the church or open it at all:**

- 🚲 Please display the "Apology to Visitors" poster and leave the "Register of Visitors" sheet in a prominent place if possible.
- 🚲 If possible, leave refreshments and any directions you think may be helpful.

### AFTER THE DAY

**Sponsorship Money** - All your other forms are to help with the efficient gathering in of sponsorship money which should be collected as soon as possible after the event and **returned to Philippa Francis** (not to me) by the end of October at the latest. **PLEASE NOTE THE NEW STYLE REMITTANCE FORM – please ensure you follow the instructions and send your payment and forms to the new address.** You can also include the Register of Visitors and don't forget the sponsorship forms to enable the Trust to collect the Gift Aid. Sponsorship forms **MUST** be signed and include the address and postcode. Please check the weight and size of your envelope. Excess postage will not be paid by the Trust.

- 🚲 Financial Record Sheet - this will help you keep an account of who has taken part, what has been collected and a running total. Do not return this until **all** sponsorship monies have been collected.
- 🚲 The Remittance Form - should be completed and sent with the money. All cheques should be made payable to "Dorset Historic Churches Trust". **Please note that we are now able to offer a BACS facility.**
- 🚲 Where appropriate, the 50% donation will be returned to the nominated church or charity once your completed Remittance Form has been received – please remember to check the weight of the envelope. **No nominated funds will be paid until your completed Financial Control Sheet has been received.**