



St Joseph's Catholic Church

A Guide to Giving



www.GuildfordCatholicChurches.co.uk

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March 2014

The Arundel and Brighton Diocesan Trust is a Registered Charity No. 252878

Introduction from Father Colin

The purpose of this booklet is first to thank you for your generosity in giving your time and talent to the service of our parish community and also for your financial support.

St Joseph's, as part the Catholic Churches of Guildford together with St Mary's and St Pius X, is a vibrant and diverse community and could not function if it were not for the generosity of an army of parishioners who volunteer their time and talent for the service of the community. This includes the organisation of liturgy and music, preparation for the sacraments, governance and financial structures as well as the practical tasks of maintenance and cleaning the church and keeping the grounds looking nice. This is very encouraging and uplifting.

Similarly, financially, a recent Survey revealed a number of immediate and long-term repairs required to the church and other buildings. I am sure you recall the scaffolding in the car park! As you will appreciate, these works are necessary but expensive for a building such as St Joseph's. Without additional support, this essential expenditure will cause a significant deficit for a number of years. In addition, looking to the future, we want to improve the hall, which is getting tired and we want to build a café in the unused balcony area. I encourage you to read this booklet carefully and to consider prayerfully your response.

May God bless you and thank you for your continuing support.



Fr Colin Wolczak, Parish Priest



Generosity

Generosity is at the heart of the Christian life, just as it is at the heart of the Gospel; for it is often through our generosity that we are able to bring the love of God to life for others in very real and tangible ways.

We are blessed by many people in our own community who are generous with that most precious commodity – time. There are also those who are equally generous with their financial giving.

However, there is a constant need for new people to come forward as the Parish seeks to offer more to our young people, their families and those who find themselves in need of more support - the elderly and housebound.



Tuesday Folk - Group for senior parishioners



Besom - Practical help for vulnerable people

As a flourishing community it is to be hoped that we would seek to do more to support our parishioners and the town we live in, by giving in whichever way we can. If you feel able to respond to this appeal by increasing your **financial** support of the work undertaken by volunteers and/or **giving time** to support the work undertaken by fellow parishioners, please take this opportunity to do so.

Honour the Lord with your generosity,
Do not stint the first fruits you bring.
Add a smiling face to all your gifts,
And be cheerful as you dedicate your tithes.

Give to the Most High as he has given to you,
As generously as your means can afford;
For the Lord is a good rewarder,
He will reward you seven times over.

Ecclesiasticus 35:7-10



GYM - Exciting and innovative youth ministry

Giving – Helping and Volunteering

A survey undertaken in 2013 revealed that some 250 parishioners give up their time to help with the running of the Parish. However, numbers have fallen away since then.

To cover the three Masses on Sundays and throughout the week, we need parishioners prepared to serve the worshipping community as sacristans, welcomers, readers, Extraordinary Minister of Holy Communion, altar servers, Mass co-ordinators, music, and children's liturgy.



There are teams who help children and adults prepare for baptism, first Holy Communion, confirmation, marriage and the RCIA course.

Many members of our community volunteer their time in practical tasks: washing altar linen and cleaning the church; counting collections after Mass and helping in the shop; and in many other ways.

There are volunteers who help with the youth programmes and who offer support and friendship to the more elderly members of our community.



On top of all that, there are many groups active in the parish to which an army of volunteers give their time and talent. These range from home groups and prayer groups, marriage support groups, a toddler group and a short mat bowling club, to name but a few.



If you would like to be involved in some aspect of parish life, please complete and return the form on the opposite page and return it to the Parish Office.

Getting involved is a great way to meet fellow parishioners and to serve your parish community.

Giving – Helping and Volunteering Form

As a member of St Joseph's, I am interested in helping in the following ways:

Liturgical Ministries		Volunteering	
Welcoming	<input type="checkbox"/>	Church cleaning	<input type="checkbox"/>
Reader	<input type="checkbox"/>	Repairs and Maintenance	<input type="checkbox"/>
Extraordinary Minister of Holy Communion	<input type="checkbox"/>	Driving people to mass	<input type="checkbox"/>
Sacristan	<input type="checkbox"/>	Counting collections	<input type="checkbox"/>
Altar Server	<input type="checkbox"/>	Helping with coffee after Mass	<input type="checkbox"/>
Music Ministry: 11am Choir	<input type="checkbox"/>	Helping in the Shop	<input type="checkbox"/>
6pm Band	<input type="checkbox"/>	Helping with the Youth Ministry	<input type="checkbox"/>
Children's Liturgy	<input type="checkbox"/>	Supporting the elderly	<input type="checkbox"/>
		Helping with communications	<input type="checkbox"/>
		Health & Safety	<input type="checkbox"/>
Sacramental Preparation			
Baptism	<input type="checkbox"/>	RCIA – Helping people find their way	
Marriage Preparation	<input type="checkbox"/>	into the catholic church	<input type="checkbox"/>
First Holy Communion	<input type="checkbox"/>	Confirmation	<input type="checkbox"/>

If you already volunteer your time please also tick the appropriate box(es) to affirm your willingness to continue

Name _____

Address _____

Post Code _____

Telephone _____ Mobile _____

Email _____

Please bring this form to Mass next Sunday 9th March, or hand it in to the Parish Office





St Joseph's Financial Summary

St Joseph's, in common with all Catholic churches, is entirely dependent on the generosity of its parishioners for the funds necessary to run the Parish. For the past few years, the Parish has had deficits - £9,012 in 2012 and £40,259 in 2013. Below is a breakdown of income and expenditure for the two years.

Operating Income	2012 Actual	2013 Actual
Offertory and donations	£175,239	£165,347
Gift Aid tax rebates	£31,278	£28,550
Hall and Other Income	£32,932	£39,251
Total Income	£239,449	£233,148

Operating Costs	2012 Actual	2013 Actual
Operating Costs	£210,596	£232,648
Diocesan levy	£37,865	£40,759
Total Expenses	£248,461	£273,407
Operating Deficit	£(9,012)	£(40,259)

The operating costs included £60,000 in the 2012 accounts, and £88,000 in 2013 for urgent work to the church arising from the Quinquennial Survey carried in 2011.

We therefore need to raise an additional £100,000 to cover the accumulated deficit and to pay for further work to the church and hall.



Our target is to increase our income in 2014 by £100,000.

Substantial Church
Maintainace works

A full set of the Parish accounts for 2012 are available from the Parish Office or on the website. The 2013 accounts will be available as soon as possible.

Hopes For The Future

Refurbishment of the Hall

Apart from the kitchen, there have been only minor maintenance works done in the hall since its construction in the 1980's but more major refurbishments are now needed. Over the coming year we would like to do the following:

- Replace the flooring throughout, with a commercial hard-wearing wood-effect vinyl suitable for a wide range of activities, to cost: **£9,000**
- Change the partition doors that will be easier to operate with acoustic partition doors, allowing the two halls to be used independently. We estimate this will cost: **£13,000**
- The young people from GYM (ages 14-18) will undertake the decoration of walls, ceilings and doors throughout. We estimate this will cost: **£500**
- Buy new foldable round tables and padded foldable chairs and trolleys to store and transport the chairs. We estimate this will cost: **£8,100**



Replacing the partition doors



A new parish and outreach cafe



New Secure and watertight doors



Replacement vinyl flooring throughout

Hopes For The Future - An Outreach Café

"I prefer a Church which is bruised, hurting and dirty because it has been out on the streets, rather than a Church which is unhealthy from being confined and from clinging to its own security." Pope Francis

We hope to build a Café in the currently unused and unheated balcony room. It would be used by parishioners after the Masses, sacramental programmes and parish activities such as the Tuesday Folk and GYM. We hope to open the Café to the wider community, to provide a safe space offering good quality coffee and cake for outreach organisations in Guildford.



Versatile Café style seating & tables



New Kitchenette/café area

The following will need to be installed: heating (**£5000**), new entrance doors (**£3600**), security doors between the halls (**£2300**), double-glazed windows between the carpeted hall and Café (**£4500**), installation of a small kitchenette, bar, table and chairs (**£7000**) and decoration (**£1000**).

Through fundraising events, GYM the youth group has pledged to raise £10,000 towards the Café. Please support them in their fundraising endeavours over the year



Total cost for hall refurbishment and Café is estimated at £50,000

How much should I be giving?

The 450 households that make up our community at St Joseph's give an average of £7 a week. If we can raise our average income by £3 to £10 a week, this would be enough to bridge the gap in our running and maintenance costs. More ambitiously, giving 5% of your taxed income would make a massive difference: for example if you earn £20,000 a year that would mean giving £16 a week or £70 per month.

We are also looking to raise £50,000 to refurbish the hall and café. 6 donations of £5,000 and 20 donations of £1,000 would achieve this target.

How Can I Contribute Financially?

Giving regularly

Setting up a **standing order** is the best way of supporting your Parish financially. It cuts down on administration and enables us to plan knowing that we have a reliable source of income. All you have to do is to complete the **Standing Order** form and hand it in to the Parish Office.

Gift Aid

If you pay UK tax (Income or Capital Gains Tax) then the best way you can help the Parish financially is to join the Gift Aid programme. The Parish is then able to reclaim 25p for each pound of your contributions and donations to St Joseph's at **no additional cost to you**. To take advantage of this concession by the government to encourage charitable giving, please tick the **Gift Aid** Declaration on the standing order form and hand it in to the Parish Office.

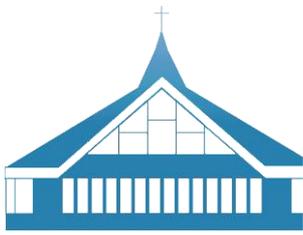
Other ways to give

- A regular collection is taken at all Sunday Masses.
- If you would like to send in a cheque, please make it payable to St Joseph's Catholic Church.

Legacies

If you would like to remember the Parish in your will, please speak to Fr Colin and he will provide more details, or go to the parish website.

Every aspect of your giving is treated with the utmost confidentiality.



St Joseph's Standing Order Form

Please fill out in Block Capitals and bring it to Mass next Sunday 9th March or hand it in to the Parish Office

To the Manager of _____ (Bank Name)

Bank Address _____

Please pay HSBC Bank plc, 69 Pall Mall, London, SW1Y 5EY A & B Diocesan Trust
Registered Charity No. 252878 (Sort Code: 40-05-20, Account No. 91079379)

St Joseph's Guildford parish the sum of

£40 £60 £80 £100 £125 Other £ _____ (Circle one)

Every month, starting on the ___ / ___ / ___ , until I notify you otherwise
This will cancel any previous standing order to this account

Name _____

Address _____

Postcode _____

Email _____

Account Number

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Sort Code

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Gift Aid Declaration

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Using Gift Aid means that for every £1 you give, St Josephs can claim back an extra 25p from the Inland Revenue - at no extra cost to you. This makes your gift go much further!

I am a UK taxpayer and I confirm that I want Arundel and Brighton to reclaim tax on the donations made within the last four tax years (6 April to 5 April) and all future donations. I understand that I must pay Income Tax and/or Capital Gains Tax at least equal to the amount of tax that all the charities or Community Amateur Sport Clubs that I donate to will reclaim on my gifts for that tax year. I understand that other taxes such as VAT and Council Tax do not qualify. I will notify Arundel and Brighton through St Josephs and cancel this declaration if my name, address or circumstances change and I do not pay sufficient tax. Higher rate taxpayers may be able to claim tax relief on donations in your self-Assessment return. *Data Protection Act 1998*; the Diocese will use the information supplied by you to reclaim tax from HM Revenue & Customs. Apart from this the Diocese will only use the information internally within the Diocese.

I am not a UK taxpayer.

Signature _____ Date _____



