



SPONSORED RIDE & STRIDE (BICYCLE RIDE, HORSE RIDE & WALK)

IN AID OF BUCKS HISTORIC CHURCHES TRUST, Saturday 9th September 2023

The Sponsored Ride & Stride in aid of the Bucks Historic Churches Trust will take place on the above date between the hours of 10 am and 6 pm. The objective of the Ride is to assist the preservation of our historic Churches and Chapels of **ALL** denominations, and to benefit directly those of the participants' choice, whilst at the same time enabling the individuals and families participating to have an enjoyable and interesting day. Many people try to visit as many churches as they can in the time available, carefully planning their route to maximise the number of buildings they are able to visit, others prefer a more sedate approach. We very much hope that your Church or Chapel will be able to participate in this event both in welcoming visitors and encouraging people to take part. This is a simple way for your church or chapel to raise money for your own building as well as helping BHCT to give grants to support churches and chapels across the county.

1. Please advise your **Deanery Organiser** whether your church or chapel will take part in Ride + Stride this year, you can use Form A to help with this. If you are not sure who your Deanery Organiser is please contact ridestride@bucks-historic-churches.org to be put in touch with them) **Please retain this sheet for future reference** until the Event is complete and all monies have been collected and sent on (see 11 below).
2. Whip up local support, and find Cyclists / Horse Riders / Walkers – even fixed exercise bikes! to take part, encouraging them to obtain sponsorship for the Ride & Stride. Encourage the use of "Just Giving" for sponsorship to reduce the need of personal contact and handling money
3. Obtain publicity for the event through notices at church services, inserts in newsletters etc.
4. Put up posters **adding your name and telephone number at the bottom or highlight** ridestride@bucks-historic-churches.org We hope to be able to distribute posters fairly soon.
5. Word of mouth is the best publicity, talk to people about the event, look out for local walking groups, social cycling groups, history or educational groups who may be interested
6. Some Covid restrictions remain in place, so please be aware of keeping everyone safe.

7. Distribute sponsorship forms (**ensuring your name, address and telephone number have been added to the forms**) and Church Lists (Form E) to participants. (The church list is updated regularly on the BHCT website and is the best source of this information)
8. Where possible, arrange a roster for manning of Churches / Chapels IF they are open and,
9. Ensure a Church Register (Form D), **completed with the Church's name and location**, is available on the day of the Ride. If the Church / Chapel is not open on the day, post a Register in a prominent place so that participants can sign in if they wish. (Participants are advised to carry their own pen or pencil). Participants can be encouraged to photograph each church they visit for their own record, but it would help us if they would still sign the register.
10. It would be appreciated if Parishes and Towns with more than one Church / Chapel which are not immediately obvious to the visitor, could have a sketch plan of that Parish / Town in each Church to help direct visitors.
11. By mid-October, please collect all monies, completed sponsor forms and Church Registers, and send **all** together with cash forms **to your Deanery Organiser**, with cheques made payable to Bucks Historic Churches Trust. **The completed sponsor forms are legally required as a receipt for the money, and to enable refunds of tax on Gift Aid donations to be claimed.** The Church Registers are needed to help with the statistics.
12. Refunds (the portion of money due to your church/chapel) will be sent out after Gift Aid has been collected and the final results are known. When you receive your refund, ensure you inform and thank all participants and publicise the result to the community.
13. Your first point of contact for liaison and queries is your Deanery Organiser. You may also contact the Bucks R+S Administrator for assistance ridestride@bucks-historic-churches.org

RULES OF THE SPONSORED RIDE & STRIDE

1. Participants should obtain sponsorship for the proposed route, or number of Churches / Chapels they visit during the specified hours on the appointed day. They may be promised a fixed donation for participating. Any form of non-motorised transport is acceptable, mobility scooters are acceptable
2. As many Churches / Chapels as possible should be opened and manned during the specified hours, since this greatly adds to the interest for participants. We appreciate that this may not be possible in 2023.
3. Those good enough to man open Churches should initial the participants' sponsor forms, and book them in on the Register provided.
4. If for any reason a Church / Chapel cannot be manned the Registers, together should be posted in an obvious place so that participants can book themselves in

5. Sponsors who are taxpayers should be strongly encouraged to treat their sponsorship as a Gift Aid Donation, and should complete their name and address and tick and date in the appropriate columns on the sponsor forms
6. Participants should be encouraged to use "Just Giving" This makes it easy to ask for sponsorship and there is no need for collecting money after the event as donations are given at the time of the pledge. This not only saves time, but also generally increases the income received by a considerable sum.
7. One half of the monies raised, together with the appropriate tax recovered under Gift Aid, will in due course be refunded to Church / Chapel of the Participant's choice. The remainder will go to the Bucks Historic Churches Trust
8. Participants may cross county borders to visit Churches in other counties. Lists of Churches open in Northamptonshire, Oxfordshire, Bedfordshire and Hertfordshire are available on request via your Deanery Organiser, or may be downloaded from the website www.bucks-historic-churches.org in others counties they may be requested from the County Organisers
9. Safety is paramount. Guides to safety are printed on sponsor forms. It is a condition of entry that, save to the extent required by law, the Trustees of the Buckinghamshire Historic Churches Trust accept no liability in respect of death or injury sustained by any participant in the Sponsored Ride & Stride. If a participant wishes to have insurance he/she must make his/her own arrangements.

Sponsored Ride & Stride- Buckinghamshire Archdeaconry

For Further Assistance or to be put in contact with your Deanery (Area) Organiser please email:

ridestride@bucks-historic-churches.org