



# St. John the Baptist Catholic Church

serving Westerham, Brasted, Sundridge and Ide Hill

11 October 2015

## **PLEASE DONATE TO OUR PARISH ROOM NOW**

As you will be aware, we have recently been granted planning permission to build the parish room. I am therefore writing to you now to invite you to make a donation towards the building costs and to ask you to be as generous as you can so that we can raise the necessary funds to proceed in the New Year.

Our parish is thriving with significant increases in the numbers attending Masses and with an expanding number of children attending Sunday School. Currently, the parish has no suitable venue for meetings, educational activities and social gatherings as the presbytery is too small and the church is our place of worship. In being granted planning permission it has been recognised by the authorities that very exceptional circumstances exist and this recognition arises from the fantastic support, which has been given by parishioners.

The parish room has been designed by a local architect to a good specification and it will provide an excellent facility to match the needs of the parish so that it can continue to thrive. Tenders have been received from local builders which enable us to have some certainty around our forecast costs for the project including design and a contingency for additional costs which will inevitably arise on a project of this type. The overall forecast cost is £220,000.

In order to fund the project, we have secured an interest free loan from the Diocese for £90,000 which will have to be repaid in annual instalments over the next 10 years and we have approximately £30,000 available from existing funds and fundraising activities to date. Consequently, we are seeking £100,000 in donations from parishioners including tax relief which can be claimed on gift aided donations. We will in due course be undertaking other fundraising activities, but these will be focussed on the repayment of the loan.

**Please give as generously as you can** by completing the attached form and returning it to me at the presbytery, as soon as possible, and no later than 15<sup>th</sup> November, with a cheque (or cheques). As an alternative you can make a donation through the Parish's website using the Just Giving link. Your gift can be donated as a single sum now and/or be spread over the next year if you prefer.

Please gift aid your donation if you are a tax payer. If you do gift aid your donation, then this means that if you are able to make a donation of say £800, then it would provide £1,000 to the fund. Also if you are a 40% higher rate tax payer, you would be able to claim £200 from HMRC and hence the £1,000 contribution to the parish room would only actually cost you £600.

I do hope that you will be able to help us with this exciting project for our parish and can give generously. If you have any questions about what is happening, please do not hesitate to contact me or our project manager, Richard French, who chairs our Parish Room Steering Committee. His email address is [richardfrench@dsl.pipex.com](mailto:richardfrench@dsl.pipex.com) and his telephone number is 01732 750494.

Yours most sincerely,

Father Ivan Aquilina



**STRICTLY CONFIDENTIAL**

**Donations towards building the proposed St John the Baptist Parish Room, Westerham**

Name of donor..... Title.....

Address (including postcode) \_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Telephone number: .....

Email address: .....

I would like to make a donation now of £..... towards the building of the proposed new Parish Room in Westerham and enclose a cheque dated 15 November 2015 for this amount (*delete this section if not applicable*)

**AND/OR**

I would make a donation in four quarterly instalments of £..... spread over the next year and enclose 4 cheques for £.....dated 15 November 2015, 15 February 2016, 15 May 2016 and 15 August 2016 (*delete this section if not applicable*)

Cheques should be made payable to **Catholic Church, Westerham**

I am a tax payer and my donation is gift aided (*delete if not applicable*)

I confirm I have paid or will pay an amount of Income Tax and/or Capital Gains Tax for each tax year (6th April to 5th April) that is at least equal to the amount of tax that all the Charities or Community Amateur Sports Clubs (CASCs) 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 understand the charity will reclaim 25p of tax on every £1 that I give on or after 6th April 2008.

I have the following comments relating to my donation: .....

.....

.....

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_

***Please send your response by the 15<sup>th</sup> November 2015:***

Father Ivan Aquilina  
The Presbytery, Crowsnest,  
Hosey Hill  
Westerham, Kent TN16 1TB