



# Sussex Historic Churches Trust

Diocesan Church House, 211 New Church Road, Hove BN3 4ED  
Registered Charity No 282159

website: [www.rideandstride.info](http://www.rideandstride.info)

## NEW ORGANISERS' BRIEF

### Welcome!

Thank you for volunteering to become an Organiser for the Sussex Historic Churches Trust Ride & Stride event. Each year there are new volunteers who kindly offer to assist – we hope that these notes will help you to understand our system.

### Area Organisers

Sussex has been divided into 23 areas, each with an Organiser responsible for that area and for liaison with the Parish Organisers in that area.

February is the time to check that the Parish Organisers are still willing to continue for another year and to send out the church participation forms (which are labelled RET1) to the Parish Organiser. This form simply asks whether the church will be open for the event, and whether they hope to have their own team of riders and/or walkers. The form should be returned to the webmaster no later than 20<sup>th</sup> April. Alternatively, the Parish Organisers can complete the return online via our website.

The webmaster will send you a list of churches which have registered online on 20<sup>th</sup> April: please can you chase-up those churches which have not responded by this time. Printing takes place during May, hence the early deadline.

During early June the Divisional Organiser will deliver the stationery for the event. Please aim to distribute this to the Parish Organisers no later than 23<sup>rd</sup> June to ensure the parishes have plenty of time before the school holidays commence to enlist riders, walkers and sponsors for the event. (23<sup>rd</sup> August for those churches not asking for sponsors).

Finally – we hold an annual meeting in November to review the year's events.

### Parish (or Local) Organisers

There are about 600 Parish Organisers in Sussex – typically one for each Church or Chapel – it is through **you** that the event is made possible.

During February you will receive a form labelled RET1 (see notes above) asking for you to confirm that your church is willing to take part in this year's event. Please ask your PCC or Pastor/Leader to confirm that you are able to take part and then register your church online through our website or send the form back to the webmaster by 20<sup>th</sup> April. These details can be found overleaf.

You should receive the paperwork for this year's event by 23<sup>rd</sup> June. Details of the purpose of each item are explained on the form labelled BR1. The material supplied will include posters, stickers, sponsor forms and a sign-in register. (23<sup>rd</sup> August for those churches not asking for sponsors)

Please drum up as much support for the event as you can. For example – encourage a team from your Sunday School / Youth Group to take part. One incentive is that there are trophies awarded to the individuals and teams that attain the highest results. Full details of these awards can be found in the Trophy Award guidelines (BR2)

## **Any Questions?**

If you are unsure of anything at any time – please contact either:

### **Your Area Organiser:**

Name:

Address:

Telephone:

E-mail:

### **Your Divisional Organisers:**

*For Arundel & Bognor, Chichester, Horsham, Hove, Midhurst, Petworth, Storrington, Westbourne and Worthing Areas:*

**Norman Robson,**  
**9 Bremere Lane,**  
**Sidlesham, Chichester, PO20 7BN**  
**Tel: (01243) 649036**

*For Battle & Bexhill, Brighton, Crawley & East Grinstead, Cuckfield, Dallington, Eastbourne, Hastings, Hurst & Burgess Hill, Lewes, Rotherfield, Rye, Seaford and Uckfield Areas:*

**Canon Richard Orchard,**  
**7 Love Lane,**  
**Rye**  
**TN31 7NE**  
**Tel: (01797) 225916**

### **The County Organiser:**

**Graham Pound,**  
**Crouchers,**  
**Birdham Road,**  
**Apuldram, Chichester,**  
**PO20 7EQ.**  
**Tel: (01243) 788265**

### **The Treasurer:**

**John Barkshire**  
**Denes House**  
**High Street**  
**Burwash**  
**East Sussex**  
**TN19 7EH**  
**Tel: (01435) 882646**

### **The Webmaster:**

*For any queries to do with the SHCT website itself – [www.rideandstride.info](http://www.rideandstride.info)*

**Steve Blighton**  
**98 Whyke Lane**  
**Chichester**  
**West Sussex**  
**PO19 8AT**  
**Tel: (01243) 788905**

**E-mail address for all the above contacts:**  
***[contact@rideandstride.info](mailto:contact@rideandstride.info)***