

## **Groups Responsible for Counting Sunday collections Feb. 2023 – August 2023**

**Please arrange cover if you are unable to count. If you would be so kind as to email Tom of the change ([clevedon.immaculateconception@cliftondiocese.com](mailto:clevedon.immaculateconception@cliftondiocese.com)), that would be great!**

**Thanks**

<b>Group 1</b> Barry Paddington Steve Elliott	<b>Group 4</b> Joe Norman Sarah King Christine Moore
<b>Group 2</b> Ruth Hale Christine Harris	<b>Group 5</b> Marian Crewe Marie Hegarty Mary Kehoe
<b>Group 3</b> Pat Carey Chris and Mike Oplocky Mike Oplocky	<b>Group 6</b> Wendy Sidney Sue Weston (via Wendy Sidney please) Richard Mages

Wednesday 21 <sup>st</sup> Feb	Group 1	Wednesday 15 <sup>th</sup> May	Group 1
Wednesday 28 <sup>th</sup> Feb	Group 2	Wednesday 22 <sup>nd</sup> May	Group 2
Wednesday 6 <sup>th</sup> March	Group 3	Wednesday 29 <sup>th</sup> May	Group 3
Wednesday 13 <sup>th</sup> March	Group 4	Wednesday 5 <sup>th</sup> June	Group 4
Thursday 21 <sup>st</sup> March	Group 5	Thursday 13 <sup>th</sup> June	Group 5
Thursday 28 <sup>th</sup> March	Group 6	Thursday 20 <sup>th</sup> June	Group 6
Wednesday 3 <sup>rd</sup> April	Group 1	Wednesday 26 <sup>th</sup> June	Group 1
Wednesday 10 <sup>th</sup> April	Group 2	Wednesday 3 <sup>rd</sup> July	Group 2
Wednesday 17 <sup>th</sup> April	Group 3	Wednesday 10 <sup>th</sup> July	Group 3
Wednesday 24 <sup>th</sup> April	Group 4	Wednesday 17 <sup>th</sup> July	Group 4
Thursday 2 <sup>nd</sup> May	Group 5	Thursday 25 <sup>th</sup> July	Group 5
Thursday 9 <sup>th</sup> May	Group 6		Group 6

If your group need to change your counting time or day, please let Tom of the change either by phone or email.

Please note:

- Hall Development – usually the first Weds/Thurs but may differ depending on Second Collections.
- Friary Account with Votive candles and St Antony's Bread to be counted on **Last Wednesday/Thursday** of each month (Friary Cash sheet – Green)
- San Damiano (Church Refurbishment Fund) – USUALLY counted after the second Sunday of the month but this may differ, depending on other second collections and other factors
- Weekly: Count and record blue leather Yatton collection bag separately from the Clevedon Offertory Cash collection.
- Brown Gift Aid envelopes should be dated individually and the amount contained written on each envelope. *Envelopes to be placed in a white envelope, to the outside of which should be placed the appropriate "sticker label" or written on the envelope 'Brown Envelopes and Date:\_\_\_\_\_'*
- Place coloured labelled canvas bags in safe. Use unmarked canvas bags for banking
- It is important that there are two different signatures on each Cash Sheet printed as well as on the analysis for the Yatton and Clevedon collections.