

The 40 Candles Fundraising Challenge

By Wilsden Village Hall



The 40 Candles Fundraising Challenge has been created by Wilsden Village Hall Management Committee for the hall's youth and uniformed groups, to celebrate our 40th birthday in 2016. To earn the badge, groups will plan and run a fundraising event for the village hall's 40 Candles Appeal, which aims to raise £20,000 to refurbish the building.

www.wilsdenvillagehall.co.uk/40candles

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Leaders' Notes

- You can share some or all of the information in the introduction section with your members in a circle chat, as age-appropriate. Key points to get across are that the hall is a charity owned by the people of Wilsden and held in trust for them, that it relies on fundraising by the people who use it to survive, and that by fundraising your members can help improve their meeting room. If you like, a member of the village hall management committee can come to your meeting and talk to your members about the hall. Email news@wilsdenvillagehall.co.uk to request a visit.
- If you need any help or advice at all to get your event off the ground, the village hall management committee would be happy to help you. Email Lisa on news@wilsdenvillagehall.co.uk
- The village hall will be available as a venue for any event you plan as a fundraiser for us, with no need to pay a room hire fee. However, you will need to plan a date around existing room bookings. Julie, the hall manager, can advise you when rooms are booked. Email her on wvh@btconnect.com, or phone 01535 272786.
- In section 3, children are asked to write a press release to promote their event which their leader can then email or post for them. Contacts for local newspapers are:
 - ◇ Chris Tate, Aire/Worth Valley Reporter, Bradford Telegraph and Argus: chris.tate@telegraphandargus.co.uk
 - ◇ David Knights, Senior Reporter, Keighley News: david.knights@nqyne.co.uk

Paying in your donation

This can be done either by cash, cheque or bank transfer.

Cash: please hand this to Julie Petty, the village hall manager, when she is in her office at the hall between the hours of 9am and 5pm weekdays. For admin purposes, it would be very helpful if you could include a note stating the amount of cash being donated and the individual or group it is from.

Cheque: please make this payable to Wilsden Village Hall and either give it to Julie at the hall or send it by post to Wilsden Village Hall, Townfield, Wilsden, West Yorkshire, BD15 0HT, remembering to include a note to say who the cheque is from.

Bank transfer: you can instruct your bank to make a payment to us using these details:

Account name: Wilsden Village Hall Account number: 03124754 Sort code: 20-45-14

Contact details for the hall

Address: Wilsden Village Hall, Townfield, Wilsden, Bradford, West Yorkshire, BD15 0HT

Website: www.wilsdenvillagehall.co.uk

Email: news@wilsdenvillagehall.co.uk

Tel: 01535 272786

Further copies of this pack can be downloaded from wilsdenvillagehall.co.uk/40candles

Happy birthday to Wilsden Village Hall!

On 19th June 2016, Wilsden Village Hall will be 40 years old. Before it was built in 1976, groups like the Brownies and Scouts had to meet in much smaller, less suitable rooms in different places around the village.

These are some of the ways people who lived here in the 1970s raised funds to build our village hall:

- Sponsoring a brick
- Buying a limited-edition painting of Wilsden
- Organising events like dancing, quizzes, competitions and concerts
- Holding a big annual “silly sports day” in Bingley called the Aire Fair – one year more than 18,000 people went to it!



Altogether Wilsden managed to raise £120,000 to build the hall, which would be over a million pounds in today's money!

A big chunk of this was raised by the Brownies, Guides, Cubs and Scouts to build the lower hall. The money they helped raise meant they had everything they needed for meetings: a big room of their own with noticeboards for each group, tables, chairs, storage space, a quiet room and a kitchen. This room is still used today by the uniformed groups, as well as other children's groups such as the nursery and after-school club.

More than 30 groups meet every week in our village hall, like the youth club, after-school club and Jennifer's Dancekool. How many have you been to?

Who owns the village hall?

We all do!

Wilsden Village Hall is held in trust for the people of the village – that means it belongs to all of us! It's not owned by Bradford Council, a business or a person. It's also a charity, so it doesn't make any money except what it needs to cover the cost of keeping it open.

The people who look after the hall are called the Wilsden Village Hall Management Committee. Anyone in the village can join. They meet once a month to make decisions about the hall, such as how much money should be spent on repairs. They employ a manager, Julie Petty, to run the building. She gives a report to them every month about what's been happening.

All the committee members are volunteers, which means they don't get paid. They give up their time because they think it's important that Wilsden has a village hall and they want to keep it open for all the groups who use it.

If I own it, why do I still pay to use it?

All the groups who meet in the hall pay a fee. Your fee will be included in the subs you pay to your leaders every term.

The village hall is like a house – even if you own it, it still costs money to keep it! The hall management committee have to make sure there is enough money to pay for things like heating and electricity, hot water, repairs to parts of the building that are broken, and the

tables, chairs and equipment used by groups. When these things get more expensive – for example, when the electricity company puts bills up – the committee has to think of ways to make more money so they can pay.

Fundraising for us

We want to make some extra money so we can make the hall a brighter, nicer place to meet. We'll use the money to refurbish the entire hall, including the room where you have your meetings.

That's why we're asking all our groups to give us a birthday present and help us fundraise! We've started something called the 40 Candles Birthday Appeal, which we hope will raise one "candle" of £500 for every year we've been here. That's a whopping £20,000, but we believe that together we can do it!

If you can complete the fun challenge in this pack by planning and organising a fundraising event, you'll earn the limited-edition 40 Candles Challenge badge, and you'll have helped us to build you a new and improved meeting room.



THANK YOU

for supporting the hall!



SECTION 1: CHOOSING A FUNDRAISER

1. On your own or in pairs, think about events you've been to that you've really enjoyed. See if you can work out what happened at that event that made it fun and memorable. Was it one big thing, or lots of little things?

2. In your patrol or six, make a list of all the event ideas you can think of that would be fun for people to go to and that would raise money. They could be indoors or outdoors, in summer or winter, but they have to be fun!

3. Have a circle chat with the rest of your unit to compare your ideas. Did you come up with a lot of the same ideas, or are there some that are different?

4. Pick five ideas from your group lists that you think would work best as fundraising events and that you would like to plan and organise. You will need to pick ideas that are suitable for the time of year, because you're going to be organising it – don't pick a Christmas party in June, or an outdoor barbecue in December!

5. Vote on the one you like best, and roll up your sleeves because it's time to get planning!

Stuck for ideas? We've listed a few of our favourites on the next few pages to help you.



Beetle Drive

Beetle is a fun game that's really easy to play. You might even have played it before with your unit.

This is how the game works: each team of four is given a pencil and sheet of paper to draw their beetles on (there's a beetle sheet you can print out included with this challenge). They are also given a dice, which is passed from person to person. Each number on the dice represents a different part of the beetle and the aim of the game is be the team to finish your beetle first. To make it harder, you can't get some beetle parts without first getting a part they're attached to – you can't get a leg until you have a body, for example, even if you shake the right number. The first group to finish the game shouts "BEETLE!" and wins a small prize (e.g. a lolly). The group that has won most games at the end of the night is crowned Beetle Champion and wins a bigger prize, like a box of chocolates or a cuddly toy.



A Beetle Drive is a big game of Beetle with lots of people. You could hold one for your unit, their friends and family. To make money, charge teams a set amount for each beetle sheet they use. You can raise extra funds by selling refreshments, having a second-hand book/toy/CD stall or holding a raffle.

If you've never played Beetle before, why not have a practice game in your meeting to see what it's like?

TOP TIP: why not make up your own version of Beetle to play? For example, Snowman Beetle, Alien Beetle or Brownie/Cub Beetle!

Mini Fair

Hold a mini fair, either at the village hall or outdoors if the weather is nice, with five or six fun pocket money games and stalls. Invite your friends, family and other people from the village. Some ideas for easy games you can run are:

- Guess the number of sweets in the jar
- Guess the name of the teddy
- Face painting
- Apple bobbing
- Beat the goalie
- Bran tub (find a prize in a tub of sawdust or shredded paper)
- Tombola (pick a ticket from a bucket and see if it matches a prize)
- Slime tombola (find a bingo ball in a bucket of "slime" – you can use Jelli Baff, a non-toxic gel paste you can buy on the Internet, for this – and match the number to a prize)
- Jar tombola (give each member of your unit a jar to take home and fill with something –



this could be sweets, Christmas cracker toys or something else fun – and run a tombola to win them)

- Eggshell game (turn eggshells upside down in a tray of sand and get players to find the one with tissue paper inside to win a prize)
- Prize every time lolly game (stick lollies with coloured tips upright in a tray of sand and get players to pick. Green tip wins the lolly and a prize, red tip wins just the lolly)
- Ping pong Pringles (throw a ping pong ball into a Pringles tube)
- Lucky key (get players to pick a key from a bag full of keys and see if it opens the lock to win a prize)
- Decorate a biscuit
- Chocolate throw (get a couple of large bars of chocolate and ask players to try and throw a coin on to the top. If it lands there and stays, they win the choc!)
- For more ideas, take a look at this Pinterest board online (or ask an adult with Internet access to show you): www.pinterest.com/bfi1961/fete-ideas

TOP TIP: offer a few goes on a game for a special price, e.g. 50p a go or three for £1

Stalls could include cakes, books, toys, games, CDs, DVDs, smellies, white elephant, knitwear – anything you think people will like to buy really!

If you are a group that enjoys cooking, you could make fairground refreshments to sell too – toffee apples, popcorn and homemade lemonade are traditional. (See resources section for recipes)

TOP TIP: why not build your fair around a your unit's favourite theme, like Minions, Frozen or Marvel?

Teddy Bears' Picnic

If you go down to the woods today, you're sure of a big surprise...

A lovely fundraiser for the warm weather and fun for all ages, although if it's a typical British summer you'll need a wet weather backup plan!

Send invitations to all your friends, their families and other people in the village asking them and their teddies to a teddy bears' picnic at a venue of your choice. Be sure to ask the permission of the landowner first though! Tell guests they will need a teddy bear, a picnic and a blanket to sit on. At the event, pass buckets round for donations while they enjoy their picnic (remember to tell them it's for a good cause).

Some games you could play with your guests are:

- Treasure hunt: hide teddy-themed clues for the children and their teddies to find, with a



prize for the winner, or hide wrapped-up sweets/chocolates

- Supersoaker fight: hot days only!
- Rounders or cricket
- Parachute games
- Circle games like Duck Duck Goose and Hot Potato
- Teddy-themed quiz sheets

You could teach guests some of the songs you sing with your units too (and don't forget to sing the Teddy Bears' Picnic song!)

TOP TIP: don't forget to bring bin bags for people's rubbish and leave your venue in the state you found it

Cake or Craft Sale

If you're a unit that enjoys cooking or crafts, you could organise a sale and invite leaders, parents and their friends to buy your wares. Make it "bring and buy" and you'll have even more to sell! Serve squash, teas and coffees and hold a raffle to make some extra money. There's a cupcake recipe included in the resources section to get you started.

Princess and Superhero Party

Host a party for all your friends, asking them to dress as their favourite princess or superhero. You will need to decide how much you will charge them to come to the party (tell them it's for a good cause), what party games you will play, what prizes you can win, what food you will serve and what music you think everyone will like.

Silly Sports Day and Sausage Sizzler

Invite your friends and their families to a "silly sports day" at an outdoor venue (remember to check that this is ok with the landowner and leave the venue in the state you found it). Charge 50p to enter each race, with a funny prize or medal for the winner. Some races you could do are:

- Wacky obstacle course
- Dress-up race (a relay race where each section involves dressing up in silly clothes, goggles, hat etc, then taking them off and passing on to the next person)
- Sausage and spoon race
- Three-legged race
- Balloon through the legs relay race
- Welly wanging
- Mums/dads and babies relay race
- Leaders vs parents race
- Wheelbarrow race



- Wet sponge shot put
- Space hopper relay race
- Spiderman race (run along on all fours as if you were climbing up a building!)

Combine this with a sausage sizzler or barbecue for a really fun family day out.

TOP TIP: don't forget to have drinks available on the day, as people will get hot running the races

Best of the Rest A-Z

Bake-off

Book Swap

Bring and Buy Sale

Car Wash

Ceilidh

Coffee Morning

Conker-bashing Contest

Crazy Bingo

Dad and Lads/Mums and Daughters Party

Duck Race

Fashion Show

Jelly Tasting Party

Karaoke

Lego Day

Pamper Evening

Pancake Tossing Contest

Pop-up Museum

Promises Auction

Pudding Party

Quiz

Retro Gaming and Pizza Night

Scalextric Night

Scarecrow Festival

Silent Auction

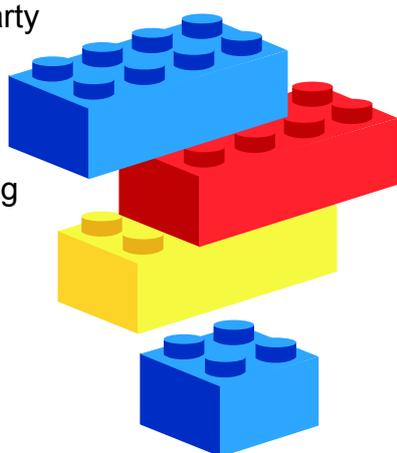
Sleepover

Talent Show

Tea Party

Treasure Hunt

Zumbathon



SECTION 2: PLANNING YOUR EVENT

In this section you will decide what will happen at your event and create an event plan (you can use the template included in this pack).

1. In sixes or patrols, think about the following questions:

Where will you hold your event?

- Does it need to be indoors or outdoors?
- How many people will be coming?
- How much space will you need?

Make a list of places in the village you could have your event. Don't forget that if you want to use the hall and you are fundraising for us, you won't have to pay anything!

When will the event be?

- Will it be in the day time or at night?
- Does it need to be at the weekend or in the school holidays?
- Will it need to be when the weather is warm?

Don't forget you will need to check with the place where you want to hold your event before you pick a date to make sure the room hasn't already been booked by someone else.

Who will help you?

Think about who can help you plan and run your event, and in what ways.

- Who will help out at the event apart from leaders and members?
- If you are running a raffle or stalls, who will donate the prizes?

Local businesses might think about donating raffle prizes too, if you ask them nicely and tell them you are fundraising for a good cause.

Who will you invite?

- Just your unit?
- Your unit, their friends and family?
- Everyone in the village?

The more people you have coming, the more you will need to plan (but also the more money you can raise!)

2a. In a circle chat, discuss what equipment you will need and make a list.

As an example, a Beetle Drive (including refreshments and a raffle) equipment list might look something like this:

- Beetle sheets (20)
- Dice per team
- Pencil/pen per team
- Lollies for little prizes
- Boxes of chocolate for main prizes
- Tables and chairs
- Tablecloths
- Table decorations
- Teabags
- Coffee
- Sugar
- Milk
- Squash (two flavours)
- Jugs
- Kettle

- Paper cups
- Cutlery
- Cakes
- Paper plates
- Napkins
- Plastic tub with float (this is money in coins that you can use to give people change)
- Raffle prizes donated by unit members and friends
- Raffle tickets
- Bin bags
- Cleaning spray
- Cloth
- Washing-up liquid

2b. Look at the list you have just made. What does your group already have, and what does it need to get?

Make a shopping list, thinking about how you can keep costs low – you don't want to spend more than you make! Can you ask for any of the things on your list to be donated by friends, family or local businesses?

3. Based on what you have decided in your circle chat, create a written event plan (you can use the template in the Resources section if you like).



SECTION 3: TELLING PEOPLE ABOUT YOUR EVENT

1. Design a poster to tell people about your event. Don't forget to include:

- What the event is
- Who is hosting it (i.e. your unit name)
- The cause you are raising money for
- The date and time it's being held
- Where it will take place
- How much it costs to come to the event
- Anything extra, like that there will be a raffle or that refreshments will be on sale

2. Design an invitation for family and friends asking them to come to your event. Remember to tell them what it is, when and where it will take place, and if they need to pay to get in.

3. Tell the newspapers about your event by writing a press release.

When we send information to a newspaper so they can write a story about it, this is called a press release. It's a good idea to send a press release about your event to newspapers about two weeks before it happens. You could also send one afterwards telling them how it went, with some photos.

The press release should be three or four paragraphs and say:

- What the event is and who is holding it
- The cause you're raising money for
- The date, time and venue for the event
- How much it costs to get into the event
- Extra information, like that there will be stalls and refreshments
- Contact details for your leader

Give your finished press release to your leader and ask if (s)he will post or email it to the local newspapers.



SECTION 4: HOLDING YOUR EVENT

After all your hard work, it's exciting when you actually get to have your big event!

1. Check your event plan carefully at the meeting before your event to make sure you have got everything you need and know where you need to be on the day.
2. Make sure all members know where they need to be on the day of the event and what they will be expected to do.
3. On the day of your event, get to the venue nice and early to get ready for your guests. Make sure everything is clean and tidy, tables and chairs are set out neatly and any food and drink is ready.
4. After your event, make sure you tidy up thoroughly before you leave.



SECTION 5: TELL US HOW IT WENT

Please don't forget to tell the village hall how your event went so we can thank you and put it on our noticeboard. You can use the form included in this pack.

BONUS FUNDRAISERS

Well done, you have organised a brilliant fundraising event for your meeting place and earned the 40 Candles Challenge badge!

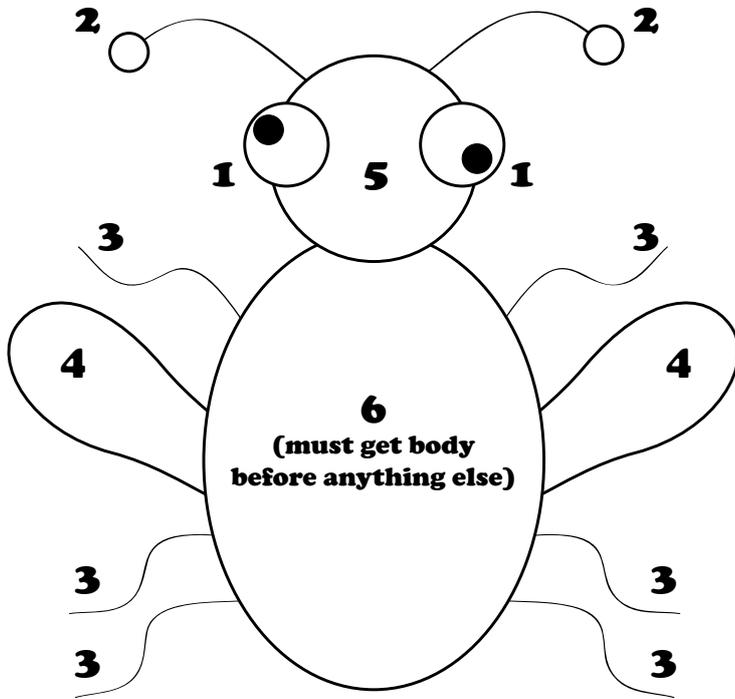
Why not go the extra mile for your village hall and do one of the following too? As well as being a 40 Candles Challenger, we'll make your group one of our WVH Superheroes and send you a certificate to display on your noticeboard!

- Sponsored challenges, for example a sponsored "yomp", danceathon or "wear something silly" day. You could do this as an individual challenge or with your group.
- Hold a lottery for friends of the unit, asking them to buy a number to win a cuddly toy or other prize.
- Make something to sell, like a unit songbook, recipe book or a "challenge pack" for another section.
- Smarties challenge: all unit members are given a tube of Smarties. They can eat the Smarties, but must bring the tube back filled with 20p pieces.
- Anything else you can think of!

Event Plan

Name of event:	
Date:	Where will it be?
Event helpers:	Equipment needed:
People to invite:	Shopping list:

Beetle



Round ends when first team in room shouts "beetle!" after drawing a full beetle.

- 1 = eye
- 2 = antenna
- 3 = leg
- 4 = wing
- 5 = head
- 6 = body

Teams must roll a six (body) to start. You cannot get eyes or antennae without first getting a head.

1	2	3
4	5	6

Team Name:	Score:
------------	--------

Useful Recipes

Toffee Apples

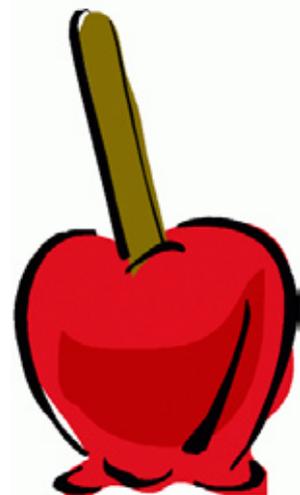
Makes: 8

Needed: 8 x wooden lolly sticks, 8 x Granny Smiths apples, 400g golden caster sugar, 4tbsp golden syrup, 1tbsp vinegar, 100ml water

Put apples in a bowl and cover with boiling water (this will help the toffee to stick). Remove and dry them thoroughly with a tea towel. Push a stick into the end of each apple.

Put sugar and water into a pan and heat gently. Cook for five mins until sugar has dissolved, then add vinegar and syrup. Keep heating and test occasionally to see if it's done by dropping a little bit into a dish of cold water. If it's ready it will harden straight away and not feel squidgy. Or use a sugar thermometer – the sugar needs to be 140C.

Dip and twist each apple in the toffee and place quickly on a sheet of baking paper to set.



Candied Popcorn

Needed: 200g popping corn, 140g butter, 140g light muscovado sugar

Put 50g popcorn in a covered bowl and microwave on high for 2-3 minutes until popped. You will need to do this several times in 50g batches.

Melt butter in pan and add sugar. Heat gently, stirring, until dissolved. Pour over popcorn and stir to coat.

Easy Cupcakes

Makes: 24

Needed: 170g butter, 170g caster sugar, 3 eggs, 170g self-raising flour, 200g icing sugar, small amount of water, food colouring, Smarties or sprinkles to decorate

Preheat oven to 180C (Gas Mark 4). Line a bun tin with paper cases.

Cream butter and sugar together until fluffy. Add eggs one at a time. Sieve in flour and stir to mix. Spoon into bun cases and bake for 20 minutes, until a skewer comes out clean.

Make the icing by mixing the icing sugar with a drop of food colouring and a tiny amount of water – just a few drops should be enough to get it to the right consistency.

When cakes are completely cool, decorate with icing and Smarties or sprinkles.

Homemade Lemonade (still)

Needed: 6 lemons, 140g caster sugar, 1 litre cold water

Halve and juice the lemons, getting as much juice as you can. Boil the sugar and water until dissolved. Mix all ingredients, chill and serve on ice.

Popcorn Boxes

Print two copies of this box on to thinnish card (the kind that isn't too stiff to go through a printer), then cut them out. Fold along the dotted lines. Stick part A on sheet 1 to part B on sheet 2, and part B on sheet 1 to part A on sheet 2. Fold the bottom tabs under and glue them in place.





Sponsorship Form

Please sponsor me! I am raising money for Wilsden Village Hall's 40 Candles Appeal by:

[Empty box for sponsor name]

Title: **First Name:** **Surname:**

Address (including postcode):

[Empty box for address]

Email:

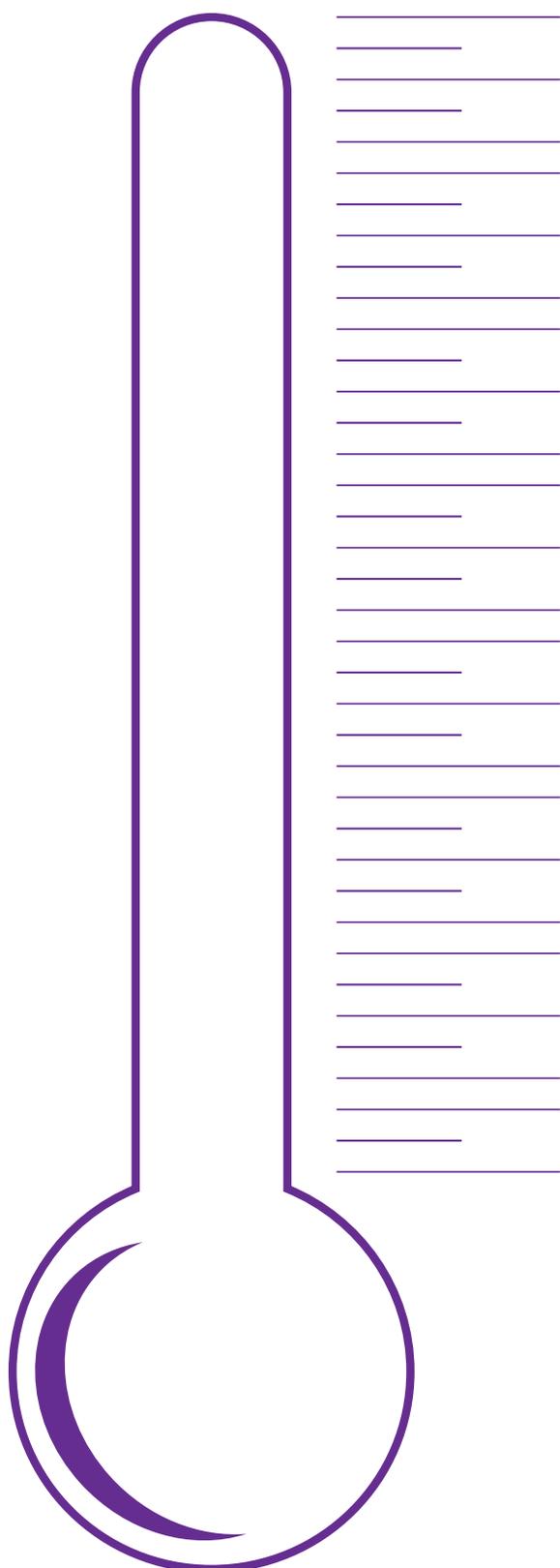
[Empty box for email]



Donating through Gift Aid means we can claim an extra 25p for every £1 you give. It won't cost you any extra.*

* To qualify for Gift Aid, you must pay an amount of UK tax (income tax and/or capital gains tax), which is equal to, or more than, the amount we will reclaim in the tax year (currently 25p for every £1 you donate).

Name	Tick for GiftAid	Home address & postcode (needed for GiftAid – NOT organisation address)	Donation amount (£)	Tick when paid



Fundraising Wall Chart

**Colour in the
thermometer
to show how
much you've
raised so far**

WVH Bunting

Cut out bunting and holes and thread string through



Text message donation slips for the 40 Candles Appeal to give out at your event.

Help us refurbish Wilsden Village Hall
Text WVHC40 £5 to 70070

JustTextGiving
by  **vodafone**

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JustTextGiving
by  **vodafone**

Tell us about your fundraiser



We want to know all about how you raised money for our 40 Candles Appeal to refurbish the hall! Fill in the form below and post it back to us at Wilsden Village Hall, Townfield, Wilsden, Bradford, BD15 0HT, hand in to Julie at the hall or email to news@wilsdenvillagehall.co.uk

My group _____ raised _____

for the 40 Candles Appeal by _____

held at _____ on _____

Tell us more about your event: _____

Please send us a photo too if you can! Email digital photos to news@wilsdenvillagehall.co.uk

Paying in your donation

Cash: please hand this to Julie at the hall, with a note stating the amount of cash being donated and the individual or group it is from.

Cheque: please make this payable to Wilsden Village Hall and either give it to Julie at the hall or send it by post to Wilsden Village Hall, Townfield, Wilsden, West Yorkshire, BD15 0HT, remembering to include a note to say who the cheque is from.

Bank transfer: you can instruct your bank to make a payment to us using these details:

Account name: Wilsden Village Hall Account number: 03124754 Sort code: 20-45-14

Badge Order Form

Well done on completing the challenge! Your members have now earned the limited-edition 40 Candles Challenge badge, a 3in sew-on patch (pictured below actual size).

Unit: _____

No. of badges: _____ @ £1 each = £ _____

Postage

1–10 badges: £1.10

11–50 badges: £3.00

Or collect from the hall postage-free

Total: £ _____



Contact details

Name: _____

Address (inc. postcode): _____

Email: _____

Payment

Cash: please hand this to Julie at the hall along with this form

Cheque: please make this payable to Wilsden Village Hall and either give it to Julie at the hall or send it by post to Wilsden Village Hall, Townfield, Wilsden, Bradford, BD15 0HT with this form.

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