

## Collection Counting

Could anyone help to count the collections taken at Mass, please?  
John Fitzpatrick writes: We need to appeal for an additional two or three volunteers to assist in the counting and banking of mass collections. The duties include:

Checking, counting and recording cash and cheques

Recording figures on a simple pre-prepared Excel spread sheet

Preparing paying-in book and depositing cash at HSBC in East Grinstead

Emailing completed spreadsheet to parish office

The counting duties are organised on a rota basis. This would mean approximately every six weeks. The counting is done in the Parish Office. It involves about two to three hours work. Training will be provided. A basic knowledge of Excel would be helpful but not essential.

Please contact John Fitzpatrick on 07768 504480.