

# GETTING MARRIED AT ST JOHN THE BAPTIST CHURCH, SHEDFIELD

We're delighted that you hope to be married or to have your marriage blessed in the beautiful parish church of St John the Baptist. We hope this leaflet goes some way to answering the questions you'll have as you prepare for your special day. You'll find the Church of England's Your Church Wedding website useful too: [www.yourchurchwedding.org](http://www.yourchurchwedding.org).

## WHAT ARE BANNS OF MARRIAGE?

Marriage in the Church of England requires the reading of Banns of Marriage. To enable this to happen, one or other of you must be resident in this parish or have a 'qualifying connection' with it. Either of you may apply for qualifying connection with St John the Baptist Church:

- through your baptism or confirmation
- through past regular attendance (minimum six months' attendance at this church at any time of your life)
- through your parents' marriage or regular attendance (minimum six months' attendance at this church at any time of their life)
- through your grandparents' marriage at this church or if either had their usual place of residence in the parish for at least six months during their lifetime. Some evidence of that historic connection will be required by us.

**Banns are required to be read in the parish of residence of both bride and groom.**

It is also a legal requirement that Banns of Marriage are read on three consecutive Sundays in the three months prior to the wedding, in the main service in the Church of England parishes of both parties to the marriage. **This applies even if you are not 'Church of England'**. If you are a Roman Catholic or Methodist you **must** have your banns read at the CofE church in your parish, in addition to any permissions from your RC priest or your minister. Banns will normally be read at St John the Baptist Church in the 10.00am service on the first, second and third Sunday two months before your wedding: on request, we will confirm these dates with you.

**It is your responsibility to make sure that Banns are read at the other parish/es and to obtain the Banns certificate/s. Failure to produce the Banns certificate/s will mean that your wedding cannot take place.**

**Evidence of nationality:** To marry in a Church of England church, either bride or groom must be an EEA National and each must produce evidence of nationality (UK passport; EEA passport; EEA identity card). If either is of another nationality, marriage is by Superintendent Registrar's licence.

**Marriage blessing after civil marriage:** A fee is payable to the church in addition to the fees due for the bells, flowers, organist and video: see table of fees on page 5. Your marriage certificate must be seen by the minister conducting the blessing service.

## HOW MUCH DOES IT COST TO GET MARRIED AT ST JOHN THE BAPTIST CHURCH?

Wedding fees are set by the Church of England nationally each year. Extra costs depend on the local church and might include, for example, charges for bells, choir and heating. See page 5 for a list of fees payable at St John the Baptist Church, Shedfield.

**Booking deposit:** A non-returnable deposit of **£100** is payable when you submit your Banns application and booking form – **please check first with the Parish Administrator that your preferred date is available.**

**Fees:** Fees are payable in full not later than four weeks before the wedding. An invoice will be sent to you eight weeks before the service detailing final costs.

## HOW DO WE ARRANGE MUSIC FOR THE SERVICE?

**Organist, choir and bells:** All are arranged through the Parish Administrator. Please let us know your thoughts on music in good time so that we can help with the arrangements for music at your service. **If you wish to bring your own musician/s or recorded sound/music you must** arrange this beforehand through the Parish Administrator.

**Copyright:** Copyright law applies to all music 'within copyright' and must have the author and copyright owner noted after the hymn/song. Music covered by a CCLI licence may be printed in an order of service without further payment or permission – St John the Baptist's CCLI number is 284409. Please see the Christian Music Publishers' Association website for more information: <http://www.cmpa-europe.org/weddings.htm>

**Use of church sound system:** Please see page 3 for more information.

## WHAT ELSE DO WE NEED TO THINK ABOUT WHEN WE PLAN OUR WEDDING?

**Orders of service:** You **must** talk about your marriage service with the minister taking your service before having your orders of service printed. When you place your printing order, it's helpful to allow for around 10 extra copies – one each for the minister and the vergers and others for unexpected guests!

**Readings:** One or two readings may be used, at least one of which must come from the Bible. Please check with your minister about the content of any non-biblical readings.

**Timing:** The service usually lasts about 45 minutes. Please make sure to arrive in good time for any photographs you'd like to have taken before the wedding service! Services of blessing are shorter (usually lasting around 35 minutes), because there are no registers to be signed.

**Rehearsal:** Your minister will arrange to meet with you for a rehearsal. It's good if the best man, a representative of the ushers, your bridesmaids and your parents can come to the rehearsal. However, the only essential people are yourselves!

**Confetti:** Confetti must be non-metallic and bio-degradable.

**Video recording and use of church sound system:** It's essential to consult your minister before entering into any agreements about video recording of the service. A video licence is required, for which a fee is payable (see page 5). A usage fee is payable should you wish to play any pre-recorded sound through the church sound system.

**Photography: NO flash photography is allowed during the service.** Guests will be requested not to take photographs during the service – only the official photographer may do so (without flash). If your wedding photographer wishes to use a drone camera, the parish drone photography protocol must be complied with (available from the Parish Administrator).

**Flowers:** If you would like us to arrange the flowers for your wedding, please get in touch with Anthea Benham at least 8 weeks before your wedding day (see contact details on page 6).

Couples wishing to provide their own flowers or to use professional florists are most welcome to do so, but you are asked to inform Anthea and to give her their name and telephone number so that she can arrange for the church to be open and water etc to be available. In either case, a flower supervision fee is payable.

## AND FINALLY...

Our checklist and contact information can be found on page 6. We hope we've answered the questions you'll have in mind when you're planning your special day, but if you need any further information please don't hesitate to get in touch with your minister or the Parish Administrator. We wish you God's blessing on your marriage and we assure you of our prayers as you prepare for your wedding day.

# TABLE OF MARRIAGE AND WEDDING BLESSING FEES FOR ST JOHN THE BAPTIST CHURCH ~ 2018

<b>Marriage</b>	
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<b>Core wedding fees</b>	
Marriage service	£441
Calling of Banns	£29
Issue of Banns certificate	£14
Verger	£40
<b>Sub-Total</b>	<b>£524</b>

Suggested donation towards our church and ministry*	£100
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<b>Other fees (optional)</b>	
Church heating (1 <sup>st</sup> Oct to 30 <sup>th</sup> April)**	£50
Organist	£80
Choir	£100
Video permission	£80
Bells	£150
Flower arrangement and supervision fee	£50
Use of church sound system for recorded sound	£25

<b>Other fees that may be payable</b>	
Calling of Banns for a marriage in another parish	£29
Banns certificate	£14

<b>Blessing after civil marriage/Renewal of marriage vows</b>	
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Wedding blessing/Renewal of marriage vows service – including verger but excluding fees for bells, organist, choir etc (see above)	£300
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\* We have a beautiful church and extensive ministry to the people of the local community and further afield. This donation is requested to help us to keep the church open and active in the years ahead. Please complete a Gift Aid Declaration.

\*\* This item is mandatory in the winter months, and optional at other times.

**There is a £100 non-returnable deposit payable at the time of booking.**

**NB** These fees are applicable for services taking place in 2018. Fees are normally reviewed with effect from 1<sup>st</sup> January each year and the 2018 rates will be payable for all services in that year.

**Payment in full is due not later than four weeks before the date of the service**

## WEDDING CHECKLIST

1. Notify the Parish Administrator of any changes to details on your Banns form (for example, your address/occupation).
2. Let the Parish Administrator know your music and hymn choices.
3. Arrange to meet the minister to discuss the order of service and fix a rehearsal date.
4. Have the order of service proof read by the minister before having it printed.
5. Arrange the printing of the order of service with your printers.
6. Return the video licence form.
7. Pay invoice for wedding balance.
8. Collect Banns certificate/s from other church/es and give to the minister conducting your wedding. You do not need a Banns certificate if you are both resident in this parish.

## USEFUL CONTACTS LIST

<b>Vicar</b>	Revd Jane Isaac	01329 835 295	pjisaac@btinternet.com
<b>Associate Minister</b>	Revd Juliet Montague	01489 895 012	revdjuliet@gmail.com
<b>Parish Administrator</b>	Chris Cannadine	01329 832 162	admin@stjohnthebaptistshedfield.org.uk
<b>Choir and organist</b>	Julia Burgess	01329 832 441	db19jr@aol.com
<b>Flowers</b>	Anthea Benham	01489 894 840	antheabenham@gmail.com
<b>Bells</b>	Betty Daysh	01489 892 216	

## BOOKING FORM

<b>Names:</b>	
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<b>Address:</b>	
<b>Contact details:</b>	
<b>Requested date and time of wedding</b>	
<b>Non-refundable deposit</b>	<b>£100: an invoice will be issued when the date of your marriage service is confirmed</b>

**Please indicate which of the following you would like at your wedding:**

Organist	
Choir	
Bells	
Flowers	
Video Permission	