



St Mary's Church Woburn

www.woburnparishchurch.org.uk

Wedding Information - 2018

**Rector of the Benefice:
The Reverend Stephen Nuth
The Vicarage
Park Street
Woburn, Bedfordshire
MK17 9PG**

01525 290225

rectornuth@gmail.com

**Wedding Administrator
Ian Wayment
woburnweddings@gmail.com
07885 756114**

01/12/2017



Dear

Thank you for deciding to have your marriage ceremony at St Mary's Church. We hope that this information will assist in making your wedding day a really happy and successful occasion. Please read the following notes carefully and if you have any questions please feel free to get in touch.

The Reverend Stephen Nuth will deal with any questions that you may have relating to the specific details of your marriage service and I will be able to deal with questions about the administrative aspects.

This information pack contains details on the following topics:-

- Wedding Fees for 2018;
- Banns of Marriage;
- Qualifying Connection;
- General Information and Contacts.

We look forward to speaking to you soon and seeing you at St Mary's Church, Woburn.

With very best wishes.

Ian Wayment

Wedding Administrator

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01/12/2017



Wedding Fees for 2018

Like all other matters related to weddings there are costs involved and this note sets out the fees payable for weddings at St Mary's Woburn during 2018.

The Church of England sets the Statutory Fees which apply to all Church weddings. The Statutory Fees for weddings being held in 2018 are £474.00 and these are payable (preferably by online bank transfer or alternatively by cheque payable to "Woburn PCC") one month before your wedding date. There is also a fee of £43 payable to the church whose parish you are living in. This is payable to that church for the reading of your Banns and issuing of the Banns certificate.

There are also fees for other services on the day of your wedding and these are: -

- Church Organ – £100, which is for use of the organ plus the organist. Some couples prefer to arrange alternative music arrangements in which case there is no charge for the organ.
- Verger fee of £50.
- Church Heating (1 October to 30 April) - £100.00 Payable at same time as the Statutory Fee i.e. one month prior to wedding.
- Church Bells (which are optional) - £300.00. Payable at same time as the Statutory Fee i.e. one month prior to wedding.

When do I need to pay the fees?

- The Organ & Verger fees must be paid in cash at your wedding rehearsal.
- Fees for Church Bells must be paid no later than one month in advance of your wedding.
- The statutory fee of £474 along with fees for Bells and heating (if applicable) are payable (preferably by bank transfer but otherwise by cheque made out to "Woburn PCC") one month before your wedding date.

How do I pay the fees?

Online Bank Transfer is most convenient for us. Our bank details are: sort code 205740, a/c no. 20985503. Please let me know when you make the deposit.

If you want to pay by cheque please make it payable to "Woburn PCC" and post to myself.

You will have realised that St Mary's, Woburn is a very large beautiful and well maintained Church, making it so popular for weddings. The wedding fee of £474 is shared between St Mary's and the Diocese of St Albans meaning we only retain £240.00 of the fee. This does not cover the true cost to the church of hosting and administering a wedding. We therefore ask the congregation at weddings to make a donation to help us fully fund the cost of your

wedding. Also, any donation you as a wedding couple would like to make, in recognition of your important day, will be very much appreciated.

The costs of other wedding related items such as flowers, photography and additional music or choirs are your own responsibility.



Qualifying Connection

To be married in a parish where you do not reside you need to have, or obtain, a Qualifying Connection to that parish. This condition applies to all Church of England weddings.

Some of the conditions for a Qualifying Connection are –

- You were baptised in the parish.
- You had your confirmation entered in a church register book of a church or chapel in the parish; or
- has at any time had your usual place of residence in the parish for at least 6 months; or
- has at any time habitually attended public worship in the parish for at least 6 months;
- Your parents have at any time during their lifetime had their usual place of residence in the parish for at least 6 months;

However, if none of the above applies, the way to get a Qualifying Connection is to become a regular attender (this should be at least half the services) at St Mary's for the six months prior to your Banns of Marriage being read. The service you need to attend is the 10 a.m. Sunday morning service St Mary's Woburn or the 6p.m. service held on most 2nd Sundays. Please refer to our website - www.woburnparishchurch.org.uk - to confirm there is a service, before turning up, as two or three times during the year we meet at one of our sister churches. We also ask couples to attend the marriage preparation course run at the Church each January.

Banns of Marriage

Please complete and return your Banns of Marriage Application Form as soon as you have confirmed the date and time of your wedding at St Mary's. The information on this form is used for your Marriage Registration details so it is important to advise us of any material changes that occur between letting me have the form and your wedding e.g. such as a new address or a different occupation.

Your Banns of Marriage will be read at three Sunday services at St Mary's Church. This is usually the month before your wedding but you will be advised nearer the time of the exact dates.

Please note that you will also need to arrange to have your Banns of Marriage read in the parish church where you reside. If you both live in different parishes you will need to get them read in each church. You will have to arrange to pay your local church for the

Publication of Banns and the Banns Certificate – the cost for this service is £40.00.

When Banns are read in your local parish you must obtain from that Church a “Banns Certificate” which must be presented to Reverend Stephen Nuth at your rehearsal at the very latest. **Without this Banns Certificate your wedding cannot take place.** Your local parish church may read your Banns on the same, or different, Sundays to Woburn.



Marriage Preparation Course

The course is a general requirement, along with regular Church attendance, for those couples who plan to marry at St Mary's Woburn and St John the Baptist's Eversholt. For 2018 it will run during January or February, and you will be advised of exact dates nearer the time.

The course includes 5 informal sessions and follows the Marriage Preparation Course DVD which are covered on one Thursday evening and two Saturdays during the day. The Thursday evening begins with a meal and provides a valuable time to relax together at the end of a busy day. The meal is followed by short DVD led talks interspersed with questions and discussion topics for you to consider together as a couple. The daytime sessions will follow a similar shape to the evening with one session of short talks and discussion opportunities in the morning and another in the afternoon and opportunity to relax with others over the mid-day meal and during the coffee breaks.

It is important for you both to attend so that together as a couple you can consider the issues raised.

Over the 5 sessions, you will learn about important tools that will enable you to make your marriage work. They will include: -

- the importance of commitment;
- how to recognise and appreciate your differences;
- the art of communication;
- resolving conflict;
- the importance of spending time together;
- nurturing your friendship;
- making each other feel loved;
- developing a good sexual relationship;
- the importance of talking about your goals, values, ambitions and hopes.

The course leader is the Rev'd Steve Nuth, but please contact myself for any details about the course.

You will receive a separate invitation to this course before the end of December 2017 (or December 2018 if you are getting married in 2019).



General Information and Contacts

Wedding Interview – About 6 months in advance of your wedding we will offer you a choice of dates for your wedding interview with Steve. This interview will cover a number of important matters including the Order of Service, the wedding rehearsal date and procedures and arrangements surrounding photographs and video.

Order of Service - If you intend to have special Wedding Order of Services printed, although it is not essential to do so, please contact Reverend Stephen Nuth prior to placing your order for these with your printer. **Please bring an Order of Service to your wedding rehearsal.**

Music and Hymns – Currently (October 2017) we do not have a regular organist. However we will let you know well in advance of your wedding who will be playing and their contact details so that you can discuss hymns and music with them.

Church Bells – St Mary's Church has a peal of 8 bells and these can be rung as you leave the church after the service. If you would like to have bells rung at your wedding, please let the wedding administrator know when you first book your wedding or within 2 months of the wedding at the very latest. As the church does not have its own bell ringing team we must have at least two months' notice to ensure a team can be booked.

Flowers – Your wedding flowers are your own responsibility however, we ask that you leave at least one display of flowers in the church which become the 'church flowers' for that wedding weekend. So that the church is aware of your plans for your wedding flowers (and who your supplying florist will be) please contact June Vyse at junevyse@gmail.com There is an appendix to this document which provides more details about organising your flowers.

Choirs – We normally recommend the following choirs.

The Leighton Buzzard Festival Singers – Helen Jones at – secretary@lbfs.org.uk

The Danesborough Chorus – Kate Atalay at - kateatalay@hotmail.com

Please contact them for costs and availability.



APPENDIX

WEDDING FLOWERS

Welcome to St Mary's Church, Woburn and thank you for choosing this church for your special day. Let me introduce myself - my name is June Vyse and I am in charge of the Church Flowers at St Mary's, so if there is any way in which I can help, or advise you, please ask.

I am aware that flowers play an important part in a wedding, but don't forget you two are more important!

I would like to give you some information, which I hope you will find useful.

Church Flowers - we have a team of ladies who do flowers each week. Their arrangements are a pedestal at the altar and a pedestal in the Lady Chapel at the very back of the Church.

Wedding Flowers - Most Common Questions.

How much can I spend? - Obviously this depends on the size of your budget, the type of flowers wanted and the season of the year. It is cheaper if you use in-season flowers than out-of-season ones, although most flowers are available all year round.

How much can we have? - As much as you want - you are paying!!!

Most couples will have a couple of Pedestals, either by the altar or front door, or beside the pulpit. If you want an arrangement by the altar, can we respectfully ask that it is left for the Sunday morning service.

Some people like pew ends, and as this is a large Church I would suggest you do every other one or just the front and back pews.

There is room for an arrangement on the font or the back pillar for another pedestal. But don't outdo yourselves with too many flowers!

Pillars- Arrangements can be made on the pillars, but on the collar only, not high up, Please! I had to get a ladder out to remove some last year!

Greenery around the pillar is effective or small baskets of flowers and greenery, in fact I think personally, they show up better than pew ends.

Lampstands. The lampstands in the pews have loudspeakers mounted on them, so we ask that no arrangements are put on these.

Candles. Apart from the candles at the altar, no other candles are permitted because of fire risk.

Placing - if you have pew ends or arrangements on the wrought ironwork, please make sure that it is secured by green or black twine, cotton, raffia. NOT wire, bluetak, whitetak or staples.

Setting up and taking down.

Please can you liaise with me as to when your flowers will be coming into Church and if you are taking any away after the Wedding. We know that some are taken to the reception, so make sure that a nominated person does this within 15 minutes of the end of service, as the Church will be locked after you leave.

If you are leaving everything in place until Monday, please tell us, otherwise they might all be thrown out on Sunday!!!!

Please make sure that all pedestals are removed by the following Monday/Tuesday as well.

We do like to see flowers in Church after a wedding but this is up to you, entirely.

Confetti Confetti is allowed in Church grounds, but please ensure it is biodegradable if possible and thrown well away from the door, as it will all get trodden back into Church. Please make sure it is

NOT opened in Church, as it goes everywhere!!! No rice though please!

I hope this doesn't sound too draconian, but these problems have arisen from other weddings, and I AM SURE EVERYTHING WILL BE SPLENDID ON YOUR DAY.

Please can you fill in the details below and let either Ian Wayment (iswayment@btinternet.com) or myself have them a month or so before your wedding, thank you.

June.

9 Heme Close

Toddington

Beds

LU5 6AF

01525872960

iunevyse@gmail.com

Name..... ..

Date and time of wedding

Contact number.....

Date and time approximately of flowers into church

Date and time of taking down

Contact number of florist/flower person

Are you leaving any flowers for Sunday.....

Thank you very much - have a great day!