



CHELMSFORD
CATHEDRAL

WEDDINGS 2017



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FOR MORE DETAILS OR TO VIEW THIS DOCUMENT
ELECTRONICALLY PLEASE VISIT OUR WEBSITE:

www.chelmsfordcathedral.org.uk

WEDDING FEES 2017

Marriage Service/Wedding Blessing	£415.00
Publication of Banns	£28.00
Marriage Certificate	£4.00
Marriage Certificate - if provided at a later date	£10.00
SUPPLEMENTS (IF REQUIRED):	
Organist & Organ Fees*	£290.00
Conductor's Fee	£160.00
16 Boy Choristers	£230.00
12 Girl Choristers	£230.00
Soloist	£60.00
Vocal Quintet	£300.00
Vocal Octet	£480.00
Bellringers' Fee	£160.00
Belfry Fee	£80.00
Flowers (please see details on pages 8 & 9)	From £70.00

*The organist, choir and conductor fees are doubled if any form of recording is made of the service.

Please note that if the wedding is delayed by more than 30 minutes the Cathedral will provide a condensed service, or in cases of extreme lateness the service may not continue. A late fee is automatically charged but refunded if this does not apply

WEDDINGS AT CHELMSFORD CATHEDRAL

1. ELIGIBILITY

If you live in the Cathedral Parish you are automatically eligible to be married in the Cathedral. The Parish is bounded in the north by Fourth Avenue, in the east by the River Chelmer, in the south by the River Can, and in the west by the east side of Broomfield and Coval Lane, including Elgin Avenue, Prykes Drive and Alma Drive.

If you do not live in the parish but are a member of the Cathedral congregation, you are eligible to marry in the Cathedral - as long as your name has been entered on the Cathedral's Electoral Roll. Please see the Cathedral Welcome Desk for application forms for this. Please be advised that if you wish to join the Cathedral Electoral Roll, there is a six month requirement for attendance at services before your wedding and membership of the Cathedral congregation implies; a commitment to the worship and mission and outreach of the Cathedral.

If you do not live in the parish and are not on the Electoral Roll of the Cathedral, there is a possibility that you could apply for an Archbishop of Canterbury's Special Marriage License, but **please be advised** that you will **have** to demonstrate **strong and ongoing connection** with Chelmsford Cathedral and a license will be refused unless you can offer sufficient evidence for this.

Details concerning this process will be given to you by a member of the Cathedral staff, but you will need to contact the Faculty Office yourself for information on how to proceed. Their number is 0207 222 5381. The cost of this licence is approximately £250, but does increase from time to time.

PLEASE NOTE that under new Home Office regulations couples wishing to marry at the Cathedral will need to provide specified evidence of British Citizenship or EEA nationality before completing their wedding application. If one or both of you is a non-EEA national who is not exempt from immigration control, you must give notice together at a designated register office. When attending at the register office or designated register office to give notice of marriage or civil partnership, you will need to provide evidence of your name, date of birth, nationality and place of residence. Contd.

Depending on your nationality and immigration status, you may also be required to provide additional information, evidence and photographs. You should check with the register office or designated register office before you make an appointment to give notice.

2. DAY AND TIME OF THE MARRIAGE

Most marriages take place on a Saturday, but weekdays are a possibility. The Cathedral is used for a large number of events and the number of Saturdays available for marriages is therefore limited.

The latest time at which marriages can take place is 3.15 pm, in order to allow sufficient time for the Cathedral to be prepared for Choral Evensong at 5.15 pm. During August, when there is normally no Choral Evensong, the permitted time can be extended.

Requests for a date and time of a marriage may be made via the Cathedral office: 01245 294 492 or info@chelmsfordcathedral.org.uk

Confirmation of the wedding date and time will be forwarded in writing once details have been entered in to the cathedral diary.

3. THE READING (PUBLICATION) OF BANNS

Your banns will be read in the Cathedral for three consecutive Sundays at the start of the 9.30 am Parish Communion Service during the three months before the wedding (a letter will be sent to you informing you of the dates). It is not essential for you to attend. If one or both of you do not live within the Cathedral Parish, then you will have to make application to the Vicar or Rector of the parish(es) where you live for him/her to call your Banns as well. The procedure for this will be explained to you by the member of the Cathedral staff who will see you, but it is important to realise this is something **you** have to do; the Cathedral is not able to do it for you.

4. READINGS

It is usual to have one or two readings - at least one of which would be from the Bible. You would need to agree these beforehand with the officiating priest. It works well if you have friends who are fairly confident in this area to read them.

Fairest Lord Jesus	Traditional
Amazing grace	Traditional
ORGAN MUSIC FOR THE EXIT PROCESSION OF BRIDE AND GROOM	
Wedding March	F Mendelssohn
Tocatta (Symphony V)	C M Widor
Hornpipe from The Water Music	G F Handel
Crown Imperial	W Walton
Finale (Symphony I)	L Vierne
Nun danket alle Gott	S Karg-Elert
Tocatta	T Dubois

RECORDED MUSIC

On rare occasions, and with the Director of Music's agreement, a piece of recorded music may be used during the service, although it is not recommended that this be for the entry of the bride or the exit procession. If recorded music is to be played it is strongly recommended that it is tested using the equipment in the Cathedral in advance of the service. Regarding copyright/performing rights for recorded music, as a wedding is an act of divine worship, it is permissible to play music requested from CD without making any additional arrangements. However, any section of the service where recorded music is being played must not be recorded or videoed by anyone (even on mobile telephones) as the Cathedral does not have sufficient licence to cover this. Anyone who does record at this point will be acting illegally.

VISITING CHOIRS/SOLOISTS

The Cathedral has a wealth of professional musicians amongst its employees and should you choose to be married here then it is taken as read that you would be happy to employ those musicians here whose job it is to provide music for Cathedral services. In extreme circumstances, and in consultation with the Director of Music, an alternative request may be entertained.

MUSIC BEFORE THE SERVICE

Before the service the duty organist will play suitable music of his/her own choice.

Come down, O love divine	NEH 137
O perfect love	NEH 320
Lord of all hopefulness	NEH 239
The King of love my Shepherd is	NEH 457
Jerusalem	NEH 488
Dear Lord and Father of Mankind	NEH 353
Lord of the Dance	NEH 375
Make me a channel of thy peace	HON 435

ORGAN MUSIC DURING SIGNING OF REGISTER

Should you choose to have the organist as the sole musician at your service then one of the following pieces may be played during the signing of the register.

Air from The Water Music	G F Handel
Air & Gavotte	S S Wesley
Jesu, joy of man's desiring	J S Bach
Air from Suite in G	J S Bach

CATHEDRAL CHOIR PIECES DURING SIGNING OF REGISTER

Jesu, joy of man's desiring	J S Bach
The Lord's my shepherd	Brother James' Air
For the beauty of the earth	J Rutter
And they shall protect thee	P Nardone
Love one another with a pure heart	S S Wesley
All things bright and beautiful	J Rutter
God be merciful unto us (Psalm 67)	E Bairstow
Prayer of St. Richard of Chichester	L J White
O Lord God	P Buck
Jesu, fount of consolation	J S Bach

VOCAL QUINTET/OCTET PIECES DURING SIGNING OF REGISTER

Jesu, joy of man's desiring	J S Bach
If ye love me	T Tallis
I give to you a new commandment	P Nardone
Lead me, Lord	S S Wesley
Rejoice in the Lord alway	Anon
Ubi caritas et amor	M Durufle (Octet only)
Beati quorum via	C V Stanford (Octet Only)
My beloved spake	P Hadley (Octet only)
I was glad	C H H Parry (Octet only)
Set me as a seal upon thine heart	W Walton (Octet only)

VOCAL SOLOS DURING SIGNING OF REGISTER

Ave Maria	F Schubert
Panis Angelicus	C Franck

5. USHERS

Do make sure you have enough ushers. Two people would not be enough - even for quite small weddings.

6. BELLS

Cathedral bells will be rung immediately before and/or following a marriage, should their services be required and the ringers available.

During the holiday period in July and throughout August it is not always possible to honour a request for bells to be rung.

7. PREPARATION FOR MARRIAGE

There will be an opportunity to meet the priest who will be officiating at your wedding on several occasions before the marriage in order to discuss the marriage relationship, to talk about the service and to have a rehearsal. Two sessions of wedding preparation are organized, usually on Saturday mornings giving the opportunity to meet with other couples who are getting married, as well as others who have already been married at the Cathedral, and a chance to think through some issues and challenges of married life together. In November all our wedding couples are invited back to the Cathedral for an evening meal to celebrate their lives together and as a mark of their connection with the Cathedral community.

Thought will need to be given as to whether you wish to have Orders of Service specially printed for the occasion. You may also like to consider whether you wish your marriage to be set within the context of a Communion Service. You may find the following websites helpful:

www.yourchurchwedding.org
www.weddingguide.uk.com.

8. PHOTOGRAPHS

Photography is permitted anywhere outside the Cathedral before and after the Service. Inside the building, photography, without use of a flash, is permitted but only by arrangement with the officiating priest. Photographs may be taken immediately following the signing of the registers. It is important that before the service, the

photographer introduces himself to the officiating priest.

9. VIDEO RECORDING

The videoing of the marriage is permitted in the Cathedral so long as the following requirements are met:

- a) Please check with the music department to see whether or not the hymns you have chosen need a copyright certificate
- b) The person taking the video must introduce himself to the member of staff officiating at the marriage at least 20 minutes before the commencement of the Service. He will then be shown where he may stand during the service and where the signing of the Registers takes place
- c) No lighting, additional to that already available in the cathedral, is permitted

We make no charge for video recording, but please note that the organist's fee is doubled if video is used.

10. CONFETTI

Please inform your guests that the throwing of confetti is not permitted on the Cathedral premises but is allowed in the grounds, not in the porches, and must be biodegradable.

11. FEES

A table of fees and costs for a marriage in the Cathedral can be found at the end of this booklet. The rate payable will be that in force at the time of invoice, normally two months before your wedding.

12. GUY HARLINGS GARDEN

You may wish to hold your reception in the Guy Harlings Garden. The garden, which is located behind 53 New Street, consists of a large lawn area surrounded by trees and with scattered shrubs and bushes. There are several garden benches and paths leading to the nearby car park lit by low level lighting. The car park can accommodate up to 60 vehicles. Please see fees list at the back of this booklet.

Christmas or Easter or during the Choir's summer holiday (mid July and all of August). See page 14 for other options.

WEEKDAY WEDDINGS

- Professional Organist
- Professional vocal quintet (5), or octet (8) or
- Professional adult vocal soloist (male or female)
- A team of bell ringers*

***Many bell ringers have full-time jobs during the week and it is less likely that the bells would be available for a weekday wedding. An early request may be made by the Cathedral Office directly to the Tower Captain.**

MUSIC

All pieces of music listed below are only options; special requests for particular hymns, anthems and voluntaries can be made to the Organist and Master of the Choristers.

ORGAN MUSIC FOR THE ENTRANCE OF THE BRIDE

Bridal March from Lohengrin	R Wagner
Trumpet Tune	H Purcell
The Prince of Denmark's March	J Clarke
<i>Often incorrectly known as Purcell's Trumpet Voluntary</i>	
Trumpet Tune	J Stanley
The arrival of the Queen of Sheba	G F Handel
Prelude to the Te Deum	M-A Charpentier
St. Anthony Chorale	F J Haydn

HYMNS TO BE SUNG BY THE CONGREGATION

There will normally be two or three hymns sung at your wedding. The choice of these is very much between yourselves and the Canon Pastor (or whichever minister is helping with arrangements for the service). This list of suitable hymns may act as a useful guide.

O worship the King	NEH 433
Love divine, all loves excelling	NEH 408
Praise, my soul the King of Heaven	NEH 436
Let all the world in every corner sing	NEH 394
Praise to the Lord	NEH 440
Ye holy angels bright	NEH 475
Now thank we all our God	NEH 413
All things bright and beautiful	NEH 264

MUSICAL GUIDELINES FOR YOUR MARRIAGE SERVICE IN CHELMSFORD CATHEDRAL

INTRODUCTION

At your marriage service in Chelmsford Cathedral you will have the possibility of engaging the services of the Cathedral's professional musicians as well as a highly skilled team of bell ringers. We take great pride in offering the very best for these special occasions and it is hoped that the contents of this leaflet will be helpful to you in the planning of your Cathedral Wedding. A list of fees for 2017 is given on page 15.

These guidelines will probably be sufficient for you to make your choice of music but you are most welcome to contact the Director of Music if you have any further queries via the Liturgy and Music secretary, on 01245 294 481.

The following areas require musical input and suggestions for each are offered later in the leaflet:

- Organ music for the entrance of the bride
- Hymns to be sung by the congregation
- Organ or Choral music during the signing of the register
- Organ music for the exit procession of the bride and groom

Before making choices it is wise to consider what musical resources are required to help shape the service to your requirements.

The options available are:

SATURDAY WEDDINGS

- Professional Organist
- Cathedral Boy Choristers *or* Girl Consort Singers (booked at the Director of Music's discretion although a preference may be requested)* *or*
- Professional adult vocal soloist (male or female)
- A team of bell ringers*

*The Cathedral Choir are not available on the weekend after

The garden can accommodate up to 300 people. A marquee may be erected and facilities exist for connecting to water and electrical supplies and washroom facilities are available by arrangement

For further details of the Guy Harlings Garden and booking information, please contact the Director of Operations, Ruth Collin on 01245 294488 or ruth.collin@chelmsfordcathedral.org.uk.

13. CAR PARKING

Parking is not available in the Cathedral grounds for any vehicles associated with a wedding. Following the introduction of new regulations by Chelmsford Borough Council, official cars are permitted to stand in Tindal Square close to the Shire Hall, but only if a dispensation has been obtained and displayed in the windscreen of the vehicle. Dispensation can be applied for by calling Chelmsford Borough Council on 01245 606 710 (press option 3) and costs £5 per vehicle at the time of writing. You should discuss this requirement with any car-hire company you engage for the day.

Alternatively, you may choose to park outside the Chapter House (from Duke Street turn left on to New Street, turn left up Legg Street and bear left). You would still need parking dispensation from the Borough Council. The Chapter House is at the back of the Cathedral not far from the West Door, and would entail a shorter walk for the bride. Vehicles must not be left unattended whilst in Tindal Square or outside the Chapter House.

Please let us know in advance where you will be parking, so that the Verger can come and meet you from the wedding vehicle.

After your wedding, if you are to live in Chelmsford, the Cathedral will keep your names and address in order to keep you informed of events at the cathedral and generally stay in touch.

MAY YOUR PLANNING FOR THE BIG DAY GO SMOOTHLY!



WEDDING FLOWERS IN CHELMSFORD CATHEDRAL.

Congratulations on your forthcoming marriage at Chelmsford Cathedral. We hope that the following information will help you when considering the provision of flowers in the Cathedral for your ceremony.

Each week, a group of members produces two pedestals - one near the pulpit ambo at the front and one at the back of the nave. There is also an arrangement under the altar and one in the porch. The colour and type of flowers used are determined by what is best value at the time.

If you wish to have our normal weekly arrangements i.e. 2 pedestals, one porch arrangement and an arrangement under the altar, we ask for a donation of £100.00. If you wish to specify your colour choice, we will need to order the flowers from the wholesaler and would ask for a further donation of £70.00 to cover the extra cost incurred. Extra pedestals can be produced at a cost of £70.00 each and windowsills (including those in the porch) and swags at a cost of £50.00 each.

If particular flowers are requested, we will need to give you an estimate once we have contacted the wholesaler about the cost. When you have fixed the date of your wedding, please contact our Chairman who will be very happy to help and advise you. It is Flower Guild policy that only its members arrange in the Cathedral. We would like to point out that our prices include the cost of Oasis and other sundries used in the arrangements and also travelling expenses incurred in collecting flowers from the wholesaler.

There may be times in the Church calendar when the number of arrangements will need to be negotiated e.g. during Advent (the four weeks before Christmas) and Lent (the six weeks before Easter) when there are no flowers in the Cathedral. At major festivals such as Pentecost, there may be a limited choice of colour.

To enable us to order your flowers in time, we ask you to send the money (cheques made payable to 'Chelmsford Cathedral Flower Guild' please) at least one month in advance to our treasurer via the Cathedral Office.

If you are choosing to use your own colour choice, it would be very helpful if you would let us have a small sample of your material or matching thread, to help us choose flowers of the right tone.

We hope that we can help make your day very special and pray for God's blessing on your marriage.

From

Chelmsford Cathedral Flower Guild Chairman

1.08.2016

