GETTING MARRIED AT ST JOHN THE BAPTIST CHURCH, SHEDFIELD

We're delighted that you hope to be married at St John the Baptist Church, Shedfield (the parish church for Shedfield, Shirrell Heath and Waltham Chase). This leaflet will answer some of the questions that you may have as you prepare for your special day.

Additionally, you can find some helpful information about getting married in church on the Church of England website: https://www.yourchurchwedding.org.

There are legal requirements to be met before you can be married in church, so it is very important that you get in touch with us before confirming the date with your guests and your reception venue.

From 4th May 2021, marriage certificates will no longer be issued in church by the minister at your marriage ceremony. 'Signing the register' will be replaced with the signing of a 'marriage document', which we will take on your behalf to the local Register Office. It is then your responsibility to contact the local Register Office to arrange for your marriage certificate to be issued. For details of the changes in the marriage registration process from 4th May 2021, please see https://www.yourchurchwedding.org and https://www.gov.uk/marriages-civil-partnerships

ARE WE ELIGIBLE TO GET MARRIED AT ST JOHN THE BAPTIST CHURCH, SHEDFIELD?

You may wish to get married at St John the Baptist, Shedfield because you live in the parish or because it has special significance for you through family or other connections. The good news is that you can marry in church regardless of your beliefs, whether or not you are christened and whether or not you have been a regular churchgoer.
If one of you lives in the parish of St John the Baptist, Shedfield you are eligible to get married at the church. You can also marry at St John the Baptist, Shedfield if you can show that one of you:

- has at any time lived in the parish for a period of at least 6 months.
- has been baptised (christened) in the parish.
- has been prepared for confirmation at St John the Baptist, Shedfield.
- has at any time regularly gone to one of the usual church services at St John the Baptist, Shedfield for a period of at least 6 months.

or

That one of your parents, at any time after you were born:
has lived in the parish for at least 6 months.
has regularly gone to one of the usual church services at St John the Baptist, Shedfield for a period of at least 6 months.
or

That one of your parents or grandparents:
was married at St John the Baptist Church, Shedfield.

If you cannot demonstrate any of these connections, you can create one by attending usual church services at St John the Baptist Church at least once a month for 6 consecutive months before your banns are read (for information about banns, see below).

If one or both of you have been divorced, it may still be possible to be married in church. Please contact the Benefice Administrator for more information.

Despite recent changes in same-sex marriage legislation, it is not legally possible for same-sex couples to marry in the Church of England.

BANNS OF MARRIAGE

Banns of marriage ('marriage banns') are an ancient legal tradition. They are the public announcement in church of your intention to marry and the opportunity for anyone to put forward a reason why the marriage may not lawfully take place.

Most Church of England weddings require banns to be read out in church before your wedding day. Banns must be read in the parish/es where you live as well as the church in which you are to be married: St John the Baptist Church, Shedfield. Please remember that your parish church is not necessarily the church which is closest to your home/s. You can find out which is your local parish church by looking at www.achurchnearyou.com

It is your responsibility to make sure that banns are read at the parish church where you live and to collect the certificate/s proving that your banns have been read there. If you do not have a banns certificate from your home parish/es, your wedding will not be able to take place at St John the Baptist Church, Shedfield.

You must have your banns read out in church on three Sundays during the three months before the wedding. At St John the Baptist, Shedfield this will usually happen at the 10.00am service on the first, second and third Sunday of the month two months before your wedding. Your minister will be able to confirm these dates for you.

As well as being a legal requirement, the reading of your banns is a special public occasion when people in church hear of your intention to marry. It is an exciting and happy time and you are welcome to invite friends and family to hear your banns being read.

MARRIAGE LICENCES

Most weddings will take place after the calling of banns. However, in some circumstances it is necessary to obtain a licence to marry. Please note that the granting of licences is by no means guaranteed. It is very important that you talk to the Vicar as early as possible if any of the following conditions apply so that you can be advised of the process by which a licence may be obtained.

You may need a Common Licence if:

- one or both of you is/are British but live abroad.
- one or both of you live in the UK but your home is not in England or Wales.
- your home address is likely to change during the time when banns would normally be

read out.
- your wedding date is too soon to allow enough time for banns to be read.

You may need a Special Licence or a Superintendent Registrar's Certificate to enable you to marry if:
- you have no legal connection with St John the Baptist, Shedfield, and you do not have time to create one before your wedding.

You will need to obtain a Superintendent Registrar's Certificate if:
- one or both of you is a national of a country outside the European Economic Area.

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

The basic fee (the 'statutory fee') for a wedding is set by the Church of England nationally and is the same for every church.

This statutory fee includes the cost of:
- the minister.
- the use of the church building.
- calling the banns.
- a banns certificate.
- lighting.
- administration.

You will be charged a fee for the services of the church's verger at your wedding. The verger prepares the church, helps to look after your guests and assists the minister during the service. We also request a donation towards the upkeep of the church and its outreach.

Other fees, depending on your requirements, include:
- additional heating in the church. At St John the Baptist Church, Shedfield this is mandatory during the winter months and optional at other times.
- having an organist.
- having the church choir.
- having the church bells ring before and/or after the service.
- church flowers: our church flower team may be able to provide pedestal arrangements. (You might choose to provide your own flowers or use a professional florist.)
- fees for using the church sound system to play recorded music or for videoing of the service.

See page 6 for a list of fees payable options at St John the Baptist, Shedfield.

ADMINISTRATION

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

Fees: Fees are normally payable not later than one calendar month before the wedding. An invoice will be sent to you detailing costs and giving the dates on which your banns are to be read. *Please see the table of marriage fees on page 6.*

Passports: If you require a new passport in your married name immediately after your wedding, your minister needs to complete and sign the special form available from post offices.

MUSIC FOR YOUR SERVICE

Organist and choir: Both are arranged through the Parish Life Events Co-ordinator. Please let us know 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 music you must let us know.*

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, Shedfield's CCLI number is 284409. Please see the Christian Music Publishers' Association website for more information: http://www.cmpa-europe.org/weddings.htm

WEDDING DAY TIMINGS

Getting ready on your wedding day will be an exciting and challenging morning. So many things to do and lots of people to be involved. However, we do urge you most strongly to allow yourselves plenty of time for your preparations. Our experience is that you need to allow more time than you at first planned and that brides need to be at the church door 10 minutes before the time you have set for the ceremony to begin, to allow time for photos, veil-tidying and sorting out the procession.

Sometimes delays can occur which may beyond your control. However, in order to ensure the smooth running of the rest of the day's schedule for all our local team involved in making your day a memorable event, if the wedding does start late, we cannot guarantee that the full range of support you have asked us to provide (organ, choir, bells, verger, etc) will be available and we will be unable to refund any fees charged for these services. A timely start will also be welcomed by your wedding guests, who will themselves have worked hard to get there on time to greet you.

OTHER IMPORTANT INFORMATION

Orders of service (service booklets): Your minister will discuss the order of service with you: please do not have copies of your order of service printed before your minister has seen the final draft.

Readings: One or two readings may be used, at least one of which must come from the Bible. Your minister will discuss readings with you. A helpful guide to readings can be found at https://www.yourchurchwedding.org

Timing: The service usually lasts about 45 minutes. So that the service can start promptly, please make sure to arrive in good time for any photographs you would like to have taken before the wedding service.

Rehearsal: Your minister will arrange to meet with you for a rehearsal. The best man, a representative of the ushers, the bridesmaids and your parents are all very welcome to come to the rehearsal. However, the only essential people are yourselves!

Video: It is essential to consult your minister before entering into any agreements about video filming. A video licence fee is payable *(see page 6).* In addition, a Performing Rights Society licence (PRS) is required. This may be obtained from www.wvrl.co.uk.

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). The parish protocol for the use of drone photography must be complied with *(available from the Benefice Administrator)*.

Flowers: If you would like us to arrange your choice of flowers for your wedding for a competitive rate, please contact the Benefice Administrator for more details as soon as possible after your wedding booking has been confirmed. If you wish to provide your own flowers or to use a professional florist, you are most welcome to do so: please let the Benefice Administrator know your florist's contact details so that we can arrange for the church to be open and water etc to be available. If you use your own florist, the facilities fee is still payable.

And finally… If you would like any further information, please do not hesitate to get in touch with your minister or the Benefice Administrator. Please be assured of our prayers and best wishes as you prepare for your wedding day.

MARRIAGE FEES AND COSTS
ST JOHN THE BAPTIST CHURCH, SHEDFIELD

2026

Statutory marriage fees	
Marriage Service (CofE fee)	£566
Calling of Banns (CofE fee)	£39

Verger fee and donation towards the fabric of the church	
Verger 1	£50
Requested fabric donation (maintenance of the church building) 2	£100
Total	**£755**
Other fees, depending on your requirements	
Winter heating – 1st Oct to 30th April 3	£70
Organist 4	£90
Choir	£110
Video permission	£80
Bells	£220
Flowers supervision fee if using your own florist	£50
Flowers 5	£200
Other fees that may be payable	
Calling of Banns at other parishes	£39
Banns Certificate	£20
Total	**£59**

Notes:

1 Payment of the verger fee is a requirement of St John the Baptist Church, Shedfield.

2 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. If you are a UK taxpayer, please complete a Gift Aid Declaration for these amounts.

3 The heating fee is mandatory in winter; optional at other times.

4 If the wedding is recorded using audio or video equipment, the organist fee is doubled to £180

5 If specific flowers are requested that are special blooms not readily available, there may be an additional charge. If you use your own florist this charge does not apply.

NB Fees are normally revised with effect from 1st January each year.

CONTACTS

Benefice Administrator	**Ms Sarah Weston**	**01329 832162**	lifeevents@shedfield-wickham.org.uk
Rector	Revd Fiona Grove		rector@shedfield-wickham.org.uk
Curate	Revd Lindsey Crowhurst		
CofE website	http://www.yourchurchwedding.org		

ST JOHN THE BAPTIST CHURCH, SHEDFIELD
BOOKING FORM

Names:	
Address:	
Email:	
Phone:	
Preferred date and time of wedding:	
Non-refundable deposit:	**£100. Contact the Benefice Administrator for online banking details.**

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

Organist	
Choir	
Bells	
Flowers	
Video permission	

Please return this form to the Benefice Administrator by email: parishlifeevents@btinternet.com or by hand/post to:
The Benefice Office, 'St John the Baptist Church, Church Road, Shedfield SO32 2HY
(All weddings are co-ordinated in the Benefice of St John the Baptist, Shedfield and St Nicholas Church, Wickham by Ms Sarah Weston, the Benefice Administrator).