

WEDDING SERVICES



Waltham Abbey Church
Registered Charity No. 1129915

Information to help you plan your service.

2015

God is love, and those who live in love live in God: and God lives in them.

1 John 4.16

INTRODUCTION

I am glad of this opportunity to congratulate you on your decision to be married and to thank you for choosing the ancient Abbey Church as the place where this important and life changing ceremony is to take place. This booklet is intended to help you in planning for your wedding ceremony and to guide you through some of the many decisions that you will hopefully enjoy making before the big day.

Planning a wedding, as I'm sure you have already discovered, is a complex business, we understand how difficult this can be and would wish to assure you that we will be with you every step of the way. Our aim is to make sure that you have the most wonderful and memorable day with which to begin your new life together.

At Waltham Abbey we understand that every wedding is as unique as the couple who are being married, and that every couple will want to make their day distinctive and express in their own way the love that they have for one another and what their day means to them, their family and their friends.

There are many choices available many of which are contained within this brochure but if you have any ideas of your own we would be pleased to hear them and to work with you in making sure that you can, wherever possible, achieve your goals. With sufficient planning and forethought all sorts of ideas can be made reality so please share your dreams with us from the outset.

Our team of clergy and wedding clerks have many years of experience behind them and are totally committed to helping you personalise your day. Our Director of Music, Florist and Bell Captain will also be delighted to advise and are experts in their own fields.

Our general and overriding philosophy is that we much prefer and indeed aim to say 'yes' rather than 'no.' and the vast majority of the time we will do exactly that. Sometimes however, because of the regulations imposed on us by ecclesiastical or civil law we may have to work with you to find alternative solutions.

So read on and enjoy this exciting and happy time of planning and preparation, please be assured that you are in our thoughts and our prayers and don't hesitate to ask for our help and advice at any stage.

With every blessing.

The Reverend Peter Smith
Team Rector

In this booklet you will find information on:

- ◊ *Printed order of service with various options you can include in your service.*
- ◊ *The music you need to choose as well as suggestions of how music can enhance your wedding*
- ◊ *The ringing of the Bells*
- ◊ *Flowers*
- ◊ *A list of suggested Bible readings*
- ◊ *The Rehearsal*
- ◊ *Access for those with disabilities*
- ◊ *Children & Young People*
- ◊ *Gift Aid*
- ◊ *Wedding Day reminders*
- ◊ *Quick check list*

PRINTED ORDER OF SERVICE

Though the Abbey is well supplied with hymn books most couples prefer to provide their guests with a printed order of service. This not only provides the words to hymns and prayers which the congregation will need to participate with you in the service itself but also provides a lasting memento of the day which your guests can take home and treasure. The Parish Office will be happy to provide a simple order of service for you or you may prefer to outsource the work to a professional printer or even create the orders of service yourselves. Whatever your choice, below is a standard order of service which you may find helpful.

Some guidelines:

On the outside cover -

The printer will make suggestions for any artwork and he will need to know the name of the church, this is:

'The Church of the Holy Cross and St Lawrence, Waltham Abbey'

- or you may prefer just 'Waltham Abbey Church'.

Inside Cover

The title and the composer of the music selected for the entry of the bride.

The following headings (given in bold) are useful to include as guides to the service:

WELCOME

HYMN (words in full)

THE INTRODUCTION

THE READING (see readings at the end of this booklet or if you have other suggestions please discuss this with a wedding clerk). Can be printed in full or just the reference given.

THE ADDRESS

THE MARRIAGE

Includes:

The Vows (*these need not be printed in the order of service*):

I, N, take you, N, to be my wife/husband, to have and to hold from this day forward; for better, for

worse, for richer, for poorer, in sickness and in health, to love and to cherish, till death us do part; according to God's holy law. In the presence of God I make this vow.

And the giving of the rings

N, I give you this ring as a sign of our marriage. With my body I honour you, all that I am I give to you, and all that I have I share with you, within the love of God, Father, Son and Holy Spirit.

THE BLESSING OF HUSBAND AND WIFE

HYMN (*words in full*)

THE PRAYERS

(The clergy will discuss with you various options of prayer for yourselves, the world and others you may want to include.)

Including **THE LORD'S PRAYER**

Our Father, who art in heaven,
hallowed be thy name;
thy kingdom come;
thy will be done on earth as it is in heaven.
Give us this day our daily bread.
And forgive us our trespasses,
as we forgive those who trespass against us.
And lead us not into temptation;
but deliver us from evil.
For thine is the kingdom, the power and the glory,
for ever and ever. Amen.

THE BLESSING OF THE COUPLE AND THE CONGREGATION

THE SIGNING OF THE REGISTERS

(if you have arranged for any particular music or singing during the signing, then it might be mentioned here.)

EXIT MUSIC

The title and composer of the music selected for the procession out of the church.



MUSIC FOR YOUR WEDDING

ORGAN MUSIC

The Abbey houses one of the largest organs in Essex. The Director of Music is a professional organist and will be delighted to meet with you at the church to help choose the organ music for your wedding. There is a huge amount of music available to you, a small selection of which is included below. The fee for the organist is included in the cost of your wedding at the church.

Title	Composer	Suitable for:		
		ENTRANCE OF THE BRIDE	SIGNING THE REGISTERS	EXIT
Bridal March	Wagner	✓		
Arrival of the Queen of Sheba	Handel	✓		✓
Prelude from Te Deum	Charpentier	✓		✓
In dir ist Freude	Bach	✓		
Hornpipe from Water Music	Handel	✓		✓
Trumpet Voluntary (<i>The Prince of Denmark's March</i>)	Clarke	✓		✓
Wedding March	Mendelssohn			✓
Toccata from Symphony No 5	Widor			✓
Finale from Symphony No. 1	Vierne			✓
Carillon Sortie	Mulet			✓
Toccata	Dubois			✓
Fantasia in G Major	Bach			✓

Title	Composer	Suitable for:		
		ENTRANCE OF THE BRIDE	SIGNING THE REGISTERS	EXIT
Nun danket alle Gott	Karg Elert			√
Sortie in Eb	Lefebure-Wely			√
Jesu, joy of man's desiring (see also choir section)	Bach		√	
Ave Maria (see also solo section)	Bach/Gounod		√	
Ave Maria (see also solo section)	Schubert		√	
Largo from Serse	Handel		√	
Air from Water Music	Handel		√	
Air from Suite No.3	Bach		√	
Bourrée from Water Music	Handel		√	
Canon in D	Pachelbel		√	
Chanson de Matin	Elgar		√	
Lied	Vierne		√	
Berceuse	Vierne		√	
Priere a Notre-Dame from Suite Gothique	Boellmann		√	

Organ Maintenance and Restoration. Please be advised that our organ which has done sterling service for many years is now in need of major works and possibly even replacement. An appeal is under way to raise the hundreds of thousands of pounds to complete this work. At some stage over the next five years the existing instrument will be decommissioned for a period during which an equivalent of equal or better quality will be provided.

SOLO MUSIC

The Director of Music is usually able to recommend a soloist to sing at your wedding and can make the booking on your behalf. The soloist normally sings during the signing of the registers. If you elect to have a choir singing at your wedding as well as a soloist, the soloist will normally sing in the choir as well. Unless you specify a preference beforehand, the Director of Music will recommend the voice of the soloist according to choice of music. A small selection of suggestions:

Title	Composer	
		SIGNING THE REGISTERS
Ave Maria (see also organ section)	Bach/Gounod	√
Ave Maria (see also organ section)	Schubert	√
Bist du bei mir	JS Bach	√
Du bist die Ruh	Schubert	√
Du Ring an Meinem Finger	Schumann	√
Ombra Mai Fu	Handel	√
Panis Angelicus	Franck	√

The cost of a soloist may vary according to availability, but expect to pay in the region of £90. Contact the Director of Music for a quotation. **Please do not book soloists without contacting the Director of Music.**

CHORAL MUSIC

A choir can play an important role at any wedding service. A choir gives a strong lead in all of the congregational parts of the service – both said and sung. It can also sing music during the signing of the registers or perhaps sing a psalm, anthem or a sung blessing. Occasionally couples have chosen for the choir to sing as the bride and her party process into church at the beginning of the service.

The Director of Music can recommend and make the booking on your behalf for either a quartet (4 singers) or an octet (8 singers).

The following list shows music which can be successful at various points in the service, but is by no means exhaustive. The church owns copies of all the music listed (and much more besides!). If you request a piece not which is not in our extensive library we may be able to hire copies for the day on your behalf or ask you to consider purchasing the music. For copyright reasons illegal photocopies may not be used under any circumstances.

Title	Composer	Singers required	Suitable for:		
				ENTRANCE OF THE BRIDE	SIGNING THE REGISTERS
Zadok the Priest	Handel	8	✓	✓	
I was glad	Parry	8*	✓	✓	
Ubi Caritas	Durufle	8		✓	✓
My beloved spake	Hadley	8*		✓	
O God, thou art my God	Purcell	8		✓	
How beautiful upon the mountains	Stainer	4/8		✓	
The Lord Bless you and keep you	Rutter	4/8		✓	✓
A Gaelic Blessing	Rutter	4/8		✓	✓
Jesu, joy of man's desiring (see also organ music)	Bach	4/8		✓	
Ave Maria	Parsons	8		✓	
Set me as a seal upon thine heart	Walton	8		✓	
Locus Iste	Bruckner	4/8		✓	
Sing Joyfully	Byrd	8		✓	
Cantique de Jean Racine	Faure	4/8		✓	

The Director of Music is able to help with booking a choir, the cost which may vary according to availability. Fees start from £252 for a 4-voice choir. Items listed with a * above will require a conductor as well as an organist. **Please do not book a choir without contacting the Director of Music.** A choir booked through the Director of Music will usually be drawn from the regular Abbey Choir which can be heard most Sundays in the Church. You are free to book your own, but please inform the Director of Music.

HYMNS

Try to choose hymns that you and your congregation will know. If you are at all unsure that your friends and family will be confident singing lustily at your wedding we strongly recommend booking at least a 4-voice choir. The following is a selection of popular choices.

Amazing Grace
Give my Joy in my Heart
Great is thy faithfulness
Alleluia, Sing to Jesus!
At the Name of Jesus every knee shall bow
Come Down, O Love Divine
Dear Lord and Father of Mankind
Guide me, O thou Great Redeemer
Immortal, invisible, God only wise
Lead us heavenly Father, lead us
Lord of all hopefulness
Lord of the Dance (I danced in the Morning)
Love divine, all loves excelling (Unless you specify otherwise, the tune used will be "Blaenwern")
O Jesus, I have promised (You MUST specify which tune you want for this hymn - there are 4 to choose from. Please ask the Director of Music for advice)
O Praise ye the Lord
O Worship the King all glorious above
Praise my Soul, the King of Heaven
Praise to the Lord, the almighty, the King

FREQUENTLY ASKED QUESTIONS

I would like to engage my own organist – can I do this?

For your convenience, the organist's fee is already included as part of your wedding package. If you wish to engage another organist you may do so but must make your own arrangements for their payment. However, please be aware that the overall fee is not reduced in these circumstances.

I would like to engage a trumpeter, string quartet or other musicians. Can you help?

Yes, the Director of Music has extensive contacts throughout the music industry and would be delighted to organise this for you, or you may wish to engage your own. Please advise the Director of Music if you do wish to engage other music professionals as he will be able to organise any necessary piano or organ accompaniment and organise rehearsal times within the Abbey. No extra charge is made for this service.

Do I need to pay extra to video or record my wedding?

No. All musicians engaged by the Abbey Church or through the Director of Music include phonographic copyright in their fees.



RINGING BELLS FOR WEDDINGS

Waltham Abbey boasts one of the finest rings of bells in Essex and for many couples and their guests a wedding day is enhanced by the celebratory and unique sound of the bells reverberating around the town as the couple leave the Abbey as husband and wife. Normally the bells are rung for at least fifteen minutes, (often longer), after each wedding ceremony, when requested by the couple, and make a splendid musical backdrop to any photographs you may wish to have taken outside of the

West Doors or in the Abbey Gardens.

Normally it is possible to provide a band of experienced ringers for every wedding ceremony, however sometimes on weekdays or during peak holiday periods a full compliment of ringers may not be available. Needless to say, on the rare occasion when we are unable, through circumstances beyond our control, to provide this service a full refund is always made.

Bell ringing is not included in the cost of your wedding but if you would like to request the bells please tell a wedding clerk or contact the Parish Office.



WEDDING FLOWERS

With the exception of the season of Lent, (the six weeks before Easter), there are always beautiful floral displays in the Abbey Church and usually at least three large pedestals of flowers, one on either side of the altar and one in front of the pulpit. If you would like to add further decoration our highly skilled volunteer flower arrangers would be delighted to discuss your requirements with you. Please contact Mrs Margaret Laws on 01992 733851. Below are a few popular examples:

P1:	Bows for pew ends (up to 20)	£3.00 each
P2:	Budget flower pew ends at	£8.00 each
P3:	Flower pew ends	£15.00 each
P4:	Pedestals from	£70.00 each

Individual choices of colours can be arranged, however please be aware that the colours of the floral arrangements already in church may have been chosen by those who donated them. If you wish for the flowers to exactly match your colour scheme please speak to Margaret during the early stages of planning.

In order to reduce costs Margaret is happy to liaise with other couples who may be marrying on the same day as you and may wish to share in the cost of flowers and bows etc.

If you will not be sharing bows and pew ends with other couples we would encourage you to take those you have commissioned with you at the end of your wedding ceremony. With a little imagination and forethought they may be used to decorate your reception venue, or given as thank you gifts to your wedding guests. You may wish to plan this in advance with your ushers.

Outside Florists. You may wish to instruct your own florist. If so, it is very important that they liaise with the Abbey team at least six weeks in advance of your wedding day (additional administration fee applicable). Usually we ask that floral displays are arranged in advance and then delivered to the Abbey. Because the building is in almost constant use it is seldom possible to offer florists a time in which they can attend and arrange flowers in situ. Normally outside florists prefer to deliver the flowers and then arrange to return at a later date to collect stands etc.

READINGS

The Church of England requires that a reading from the Bible is included in every Marriage ceremony. You may wish to choose from one of the following readings which are particularly suited for weddings. Or if you would like to choose a biblical reading yourself please feel free, (but please let us know of your choice). In addition you may like to include poetry or prose from other sources which may be of particular significance to you and your guests. The clergy are always happy to read Biblical texts but you might wish to consider asking a friend or relative to read instead.

Colossians 3.12-17

As God's chosen ones, holy and beloved, clothe yourselves with compassion, kindness, humility, meekness, and patience. Bear with one another and, if anyone has a complaint against another, forgive each other; just as the Lord has forgiven you, so you also must forgive. Above all, clothe yourselves with love, which binds everything together in perfect harmony. And let the peace of Christ rule in your hearts, to which indeed you were called in the one body.

And be thankful. Let the word of Christ dwell in you richly; teach and admonish one another in all wisdom; and with gratitude in your hearts sing psalms, hymns, and spiritual songs to God. And whatever you do, in word or deed, do everything in the name of the Lord Jesus, giving thanks to God the Father through him.

Ephesians 3.14-end

For this reason I bow my knees before the Father, from whom every family in heaven and on earth takes its name. I pray that, according to the riches of his glory, he may grant that you may be strengthened in your inner being with power through his Spirit, and that Christ may dwell in your hearts through faith, as you are being rooted and grounded in love. I pray that you may have the power to comprehend, with all the saints, what is the breadth and length and height and depth, and to know the love of Christ that surpasses knowledge, so that you may be filled with all the fullness of God. Now to him who by the power at work within us is able to accomplish abundantly far more than all we can ask or imagine, to him be the glory in the church and in Christ Jesus to all generations, for ever and ever. Amen.

1 John 4.7-12

Beloved, let us love one another, because love is from God; everyone who loves is born of God and knows God. Whoever does not love does not know God, for God is love. God's love was revealed among us in this way: God sent his only Son into the world so that we might live through him. In this is love, not that we loved God but that he loved us and sent his Son to be the atoning sacrifice for our sins. Beloved, since God loved us so much, we also ought to love one another. No one has ever seen God; if we love one another, God lives in us, and his love is perfected in us.

Song of Solomon 2.10-13; 8.6,7

My beloved speaks and says to me:
'Arise, my love, my fair one,
and come away;
For now the winter is past,
the rain is over and gone.
The flowers appear on the earth;
the time of singing has come,
and the voice of the turtle dove
is heard in our land.
The fig tree puts forth its figs,
and the vines are in blossom;
They give forth fragrance.
Arise, my love, my fair one,
and come away.'
Set me as a seal upon your heart,
As a seal upon your arm;
for love is strong as death,
Passion fierce as the grave.
Its flashes are flashes of fire,
a raging flame.
Many waters cannot quench love,
neither can floods drown it.
If one offered for love
all the wealth of one's house,
it would be utterly scorned.

Ephesians 5. 21-end

Be subject to one another out of reverence for Christ. Wives, be subject to your husbands as you are to the Lord. For the husband is the head of the wife just as Christ is the head of the church, the body of which he is the Saviour. Just as the church is subject to Christ, so also wives ought to be, in everything, to their husbands. Husbands, love your wives, just as Christ loved the church and gave himself up for her, in order to make her holy by cleansing her with the washing of water by the word, so as to present the church to himself in splendour, without a spot or wrinkle or anything of the kind - yes, so that she may be holy and without blemish. In the same way, husbands should love their wives as they do their own bodies. He who loves his wife loves himself. For no one ever hates his own body, but he nourishes and tenderly cares for it, just as Christ does for the Church, because we are members of his body. For this reason a man will leave his father and mother and be joined to his wife, and the two will become one flesh.' This is a great mystery, and I am applying it to Christ and the church. Each of you, however, should love his wife as himself, and a wife should respect her husband.

1 Corinthians 13

If I speak with the tongues of mortals and of angels, but do not have love, I am a noisy gong or a clanging cymbal. And if I have prophetic powers, and understand all mysteries and all knowledge, and if I have all faith so as to remove mountains, but do not have love, I am nothing. If I give away all my possessions, and if I hand over my body so that I may boast, but do not have love, I gain nothing. Love is patient; love is kind; love is not envious or boastful or arrogant; or rude. It does not insist on its own way; it is not irritable or resentful; it does not rejoice in wrongdoing, but rejoices in the truth. It bears all things, believes all things, hopes all things, endures all things. Love never ends. But as for prophecies, they will come to an end; as for tongues, they will cease; as for knowledge, it will come to an end. For we know only in part, and we prophesy only in part; but when the complete comes, the partial will come to an end. When I was a child, I spoke like a child, I thought like a child, I reasoned like a child; when I became an adult, I put an end to childish ways. For now we see in a mirror, dimly, but then we will see face to face. Now I know only in part; then I will know fully, even as I have been fully known. And now faith, hope, and love abide, these three; and the greatest of these is love.

Mark 10.6-9, 13-16

Jesus said, 'From the beginning of creation, "God made them male and female." "For this reason a man shall leave his father and mother and be joined to his wife, and the two shall become one flesh." People were bringing little children to him in order that he might touch them; and the disciples spoke sternly to them. But when Jesus saw this, he was indignant and said to them, 'Let the little children come to me; do not stop them; for it is to such as these that the kingdom of God belongs. Truly I tell you, whoever does not receive the kingdom of God as a little child will never enter it.' And he took them up in his arms, laid his hands on them, and blessed them.

Philippians 4.4-9

Rejoice in the Lord always; again I will say, Rejoice. Let your gentleness be known to everyone. The Lord is near. Do not worry about anything, but in everything by prayer and supplication with thanksgiving let your requests be made known to God. And the peace of God, which surpasses all understanding, will guard your hearts and your minds in Christ Jesus.

Finally, beloved, whatever is true, whatever is honourable, whatever is just, whatever is pure, whatever is pleasing, whatever is commendable, if there is any excellence and if there is anything worthy of praise, think about these things. Keep on doing the things that you have learned and received and heard and seen in me, and the God of peace will be with you.

John 2. 1-11

On the third day there was a wedding in Cana of Galilee, and the mother of Jesus was there. Jesus and his disciples had also been invited to the wedding. When the wine gave out, the mother of Jesus said to him, 'They have no wine.' And Jesus said to her, 'Woman, what concern is that to you and to me? My hour has not yet come.' His mother said to the servants, 'Do whatever he tells you.' Now standing there were six stone water-jars for the Jewish rites of purification, each holding twenty or thirty gallons. Jesus said to them, 'Fill the jars with water.' And they filled them up to the brim. He said to them, 'Now draw some out, and take it to the chief steward.' So they took it. When the steward tasted the water that had become wine, and did not know where it came from (though the servants who had drawn the water knew), the steward called the bridegroom and said to him, 'Everyone serves the good wine first, and then the inferior wine after the guests have become drunk. But you have kept

the good wine until now.' Jesus did this, the first of his signs, in Cana of Galilee, and revealed his glory; and his disciples believed in him.

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THE REHEARSAL

Most couples value the opportunity to meet with the member of clergy officiating at their wedding before the day in order to walk through the ceremony and practice the words that they will have to say. Usually the rehearsal will take place in the evening during the week before the ceremony. Your wedding clerk will organise this for you.

ACCESS FOR THOSE WITH DISABILITIES

The Abbey is 950 years old and though we have done our best to make it as accessible as possible you may wish to work with us in making sure that any of your guests who might require wheelchair access or special provision can be accommodated in comfort and in a way that they will find dignified. Please let us know if you have special requirements. We have toilet facilities for the disabled and a hearing loop for those with hearing difficulties.

CHILDREN & YOUNG PEOPLE

We positively welcome children at all our services in the Abbey. A wedding ceremony can be a bit long for some children and a crèche/play area is provided in the South Aisle where parents or carers can relocate to play quietly. Baby changing facilities are also available through the door at the back of the North Aisle. Because a marriage service is a legal ceremony the minister presiding has a legal responsibility to make sure that everybody in the main body of the Abbey can hear all that is going on. Nobody minds a little background noise but if any of the wedding guests, (of whatever age) are causing a continuous distraction to the service the minister has no option but to stop the ceremony until peace has been restored. This isn't us being overly formal; it is a legal requirement under the Marriage Acts. The plus side is, of course, that those who are hoping to have a good quality recording made of their wedding ceremony will benefit from the lack of additional voices on the soundtrack.

GIFT AID

The Church is a registered charity, and as such we can claim Gift Aid on donations to the church.

Fees for the wedding do not count for Gift Aid, however, if you are a UK taxpayer and wish to make a donation, or are giving money during the collections at the church services, it would be helpful if you could sign a Gift Aid declaration form (available from the Parish Office or please use the pink gift aid envelopes available at the back of the church), so we can claim tax back on your donation. This is worth 28% on top of your donation, which makes a significant and greatly appreciated difference to the church.

WEDDING DAY REMINDERS

In the event of the groom or bride being late, the church reserves the right to reduce the length of the wedding service, move the service to a time later on the same day or in extreme conditions cancel the service.

Confetti

Biodegradable confetti may be used in the park.

No confetti is permitted in church or immediately outside the church.

Photography

Please ensure your photographer is aware that no flash photography is permitted; he/she must not go behind the minister, into the ministers' or your eye line. If your photographer has not worked in Waltham Abbey Church before, we strongly recommend that the photographer speaks to the duty Verger on arrival for advice on where to position themselves.



✓ Quick checklist ✓

Contacted Assistant Organist (For choir, choristers and/or soloist booking or for advice on hymns and music)	<input type="checkbox"/>
Contacted church Florist (For additional flowers or to arrange for your own florist to come into the church - see p. 12).	<input type="checkbox"/>
Requested Bells	<input type="checkbox"/>
Chosen your:-	
Music before the service	<input type="checkbox"/>
Hymns	<input type="checkbox"/>
Entry music	<input type="checkbox"/>
Music for Registers	<input type="checkbox"/>
Exit music	<input type="checkbox"/>
Biblical reading	<input type="checkbox"/>
optional reading	<input type="checkbox"/>
2 witnesses	<input type="checkbox"/>
2nd Wedding planning meeting (Please phone the Parish Office 3-4 months before your wedding day for an appointment)	<input type="checkbox"/>
Printed order of service ordered (if required). (please order minimum 8 weeks prior to your wedding if we are printing them for you).	<input type="checkbox"/>
Paid fees (Due 6 weeks prior to your wedding) Service fees payable to <i>Waltham Abbey PCC</i> Choir/soloist fees payable to <i>Waltham Abbey Choir</i> Bells payable to <i>The Waltham Abbey Society of Change Ringers</i> .	<input type="checkbox"/>

“And now these three remain: faith, hope and love. But the greatest of these is love”

1 Corinthians 13:13