



Arranging Your Wedding at St. Mary's Langley

Please read the following notes carefully. They tell you what to expect from us, and what we expect from you in the months leading up to your wedding day.

If neither of you has ended a previous marriage in divorce¹, and you are both British Citizens², you are normally entitled to be married at St. Mary's Church, Langley, provided that at least one of the following apply:

One of you:

- Has at any time lived in the parish³ for a period of at least six (6) months **or**
- Was baptised into the Church of England in the parish **or**
- Was prepared for Church of England confirmation in the parish **or**
- Has at any time regularly gone to normal church services in the parish church⁴ for a period of at least six (6) months **or**

One of your parents, at any time after you were born:

- Has lived in the parish for a period of at least six (6) months **or**
- Has regularly gone to normal church services in the parish church⁵ for a period of at least six (6) months **or**

One of your parents or grandparents:

Was married in the parish.

Christian Marriage

In this ancient parish church, which dates back to 1150 AD, countless couples have stood in front of the congregation and made their marriage vows to each other. The promise comes in the middle of an act of worship, and is made in the presence of God.

At the beginning of the service, the priest explains to you and to everyone the church's understanding of the nature and purpose of marriage. You are then asked to make a public statement of your intention, and as you answer, "I will", you give your own agreement to this explanation.

After you have made your promises and exchanged rings, the priest pronounces God's blessing on you and on your marriage. (Continue next page)

1. If this has happened to you, it might still be possible in exceptional circumstances to be married in church, so please come and speak to one of the ministers in the first instance.
2. If one or both of you are not British citizens, it might still be possible to be married in church, so please come and speak to one of the ministers.
3. Please note the parish of Langley does not include the Brands Hill area and some other small areas often thought of as being part to Langley—please check with one of the ministers about this.
4. Including Christ the Worker and St. Francis.
5. See note 4 above.

Because of changes in the requirements for marriage in the UK, we are now required to have documentation to prove your citizenship. We are now required to have copies of:

- a driver's license
- a passport
- a bank statement/utility bill with your current address on.

These documents will also show proof of qualifying connection to the parish.

During the service there is a place for your choice of hymns and a reading from the Bible, and at the end there are prayers for you and your family.

Your marriage is part of the worship, prayer and praise which the Church offers week by week to God our Father, who created us, and loves all that He has made. The more familiar you are with the church's worship, the more you will appreciate your marriage service. You are most welcome to come to any of the services between now and your wedding day, either at St. Mary's or at our sister churches of St. Francis or Christ the Worker. In particular, we encourage you to come to St. Mary's on the three Sundays when your Banns of Marriage are read out publicly.

To help you to understand the service, and answer any questions you may have about it, we shall normally invite you to a short preparation course. In addition, the priest who will take the service will make an appointment to see you.

The marriage promise ends with the words, "till death do us part", and Christian marriage is clearly understood as being lifelong. Many couples experience stresses and tensions at some time in their married lives and in that case the clergy are always available for confidential discussion and counselling. When you come to the preparation course or meet the priest for preparation before your wedding, part of the purpose is to ensure that your marriage is based on a firm foundation. The church is here to help in any way we can, both now and in the years ahead.

Booking the Date and Deposit

To book your wedding date and time, you will need to schedule an appointment with the Parish Administrator. The Church office is open on Wednesdays, 9:15 a.m. to 12:15 p.m., should you want to stop by in person. Or you can leave a message on the office answering machine, **01753 541042** or send an e-mail to **langleymarish@gmail.com**, and she will contact you to arrange the meeting. She will do her best to answer any questions you have.

With these instructions are two copies of the application form for each of you to complete, paying attention to details and write clearly in BLOCK CAPITALS. If you are in doubt about how to answer the questions, please ask for our help.

If either of you is under the age of 18, you will also need to take a *Form of Consent* for your parents or legal guardians to sign and have witnessed.

When the forms are completed and submitted, along with the required £50 deposit, this secures the date and time of your wedding. The basic fees for the wedding ceremony cover the cost for use of the church and for the services of the minister. We understand that circumstances change. Should your wedding need rescheduling, the deposit is still applicable. *However, in the event of a cancellation by you, the deposit is non-refundable*. (See the table on page 4 to see additional services and costs.)

Calling Banns of Marriage

We will arrange for Banns of Marriage to be called in this parish. They will normally be called at the 11.00 a.m. service at St. Mary's on the first three Sundays of the month which falls two months before your wedding. For example, if your wedding is in August, Banns will be called the first three Sundays of June. We hope very much that you will come to hear your banns called, although there is no obligations for you to do so. Please note that banns are called right at the start of the service, so we recommend that you arrive ten to fifteen minutes before the service to be sure you are present with your names are read out.

If one or both of you live(s) in another Parish, you will need to make arrangements for the Banns to be called in the Church of England Parish there. There is a charge when the Banns have been called. (In our Dioceses, it is about £31). You will need to confirm this amount with the other Church. After Banns have been called the third time, you must collect a certificate; which should be given to the priest who is to conduct your wedding service at St. Mary's Church.

Preparation

If your wedding is due to take place between May and December, and you have booked your wedding the previous year, we will invite you to a marriage preparation course, consisting of two

sessions in March and/or April. We very much hope you will join us for these sessions, which we believe you will find interesting and informative.

If your wedding is earlier than May, or you are for some other reason unable to join us for these sessions, the priest taking your service will contact you two or three months before the wedding and make other arrangements with you for marriage preparation.

During your meeting(s) with the priest, you will be able to discuss with him/her your choice of hymns, readings, etc. We also encourage you to make contact with the organist to discuss your choice of music—especially if you would like to arrange for a soloist. The organist's contact information is on page four (4)

Payment of Fees: As mentioned previously, under "Booking the Date" we ask you to pay a £50 deposit at the time of booking your wedding. We ask you to pay the balance *no later than three weeks before your wedding day*, and we will issue you a receipt when payment has been received. Please see the chart on page four(4) for an itemized list of services and corresponding fees . Amounts of fees will change on an annual basis. We will be able to give you the exact figures after the beginning of the calendar year in which you are getting married. To make the bank transfer, here is the information.

Langley PCC Account Sort Code: 60-19-28 Account #: 0121366

Video Recording: You can make arrangements for a single video recording . If you have engaged a professional videographer, he/she must have a licence and must arrange for all copyright fees to be paid. If a non-professional is to record the service, you must inform the minister beforehand. A church staff member will direct the Videographer to stand in the choir stalls to record the service. Please ask the videographer to inform the church staff of his/her arrival time, so that they can be conducted to the appropriate place.

Orders of Service Many couples provide an Order of Service for their family and friends. If you are having one commercially printed, the professional printer must pay all copyright fees* themselves, and include appropriate acknowledgement in the Order of Service itself. If you produce your own Order of Service, it must be agreed well beforehand with the priest taking the service, and he/she will arrange for appropriate copyright permission for you. *Before they are printed*, Orders of Service, in draft form, must be approved with the priest taking the service.

*For poetry, song lyrics and other quoted material that is not public domain.

Flowers: If you are ordering flowers from a local florist, please contact the church vergger or one of the church wardens to discuss when they can be delivered, where to place them and when they are to be removed. If you are not ordering special flowers, please note that flowers are placed in the church on Saturday mornings. To keep the colours of church flowers from clashing, please contact Josephine Hanney on 01753 572705 to discuss your colours. Also, if there is a second wedding in the church on the day of your wedding, you will need to coordinate with them. Contact information for the vergger and church wardens is on page four.

The Rehearsal: The priest conducting your wedding will arrange with you a mutually convenient time for a rehearsal. This is to help you feel at ease with what is going to happen, so that you can enjoy your special day to the full. Additionally, if your Banns have been called at another church, please bring the certificate to the rehearsal. (See under "Calling Banns of Marriage" about for when this is necessary.)

On Your Wedding Day: 1. **TIME.** The bridegroom, ushers, and any video assistant should be at the church at least 15 (fifteen) minutes before the service is due to start. *The Bride:* please try not to be late. We often have weddings at two (2) hour intervals, which is plenty of time for you and your guests to enjoy themselves and to have the photographs taken—but only if you are on time! If there is a wedding to follow yours, it is very important that you and your guests have left the churchyard and St. Mary's Road twenty (20) minutes before the next wedding is due to start. **Please not that if the bride is more than 30 minutes late for the service, we cannot guarantee that the vicar, organist, vergger and bell ringers will all continue to be available and fees will not be returned.**

2. **CONFETTI.** We respectfully ask that you and your guests do not throw confetti, as it is almost impossible to clean up the area afterwards.

3. **The UPKEEP OF THE CHURCH.** It is our custom to encourage your guests to consider leaving a donation at the end of the service towards the upkeep of our historic church.

4. **PHOTOGRAPHS.** Apart from any official video, ***no photographs will be permitted to be taken during the service***—until the registers are being signed. This includes any professional photographer you may have engaged. Please warn your guests appropriately.

Following the Service:

Regulations under the Civil Partnerships, Marriages and Deaths (Registration etc) Act 2019 were laid before Parliament on 22 February 2021 and come into force on 4 May 2021. Following the wedding, you will be required to arrange for the Marriage Document or Schedule to be delivered to a Civil Registrar's Office. (In Slough, Slough Register Office The Curve William Street Slough SL1 1XY)The marriage will then be registered in a new electronic marriage register and a Marriage Certificate will be available for purchase from the local registration district or General Register Office. Failure to take the Marriage Document to be registered could result in a summary conviction and fine.

Cost of Your Wedding Service in 2021

Please note that the cost of weddings is reviewed by the Church of England at the start of each calendar year. St. Mary's Church reviews charges at the same time. The following scale of fees applies to the year 2021. ***Please check with us for any increase in fees for 2022***, any time from the beginning of that year. These fees are also due prior to the wedding, when these services are requested.

If you have any questions, please contact Revd. Shola Aoko or Parish Administrator, Dalletta Reed. We will contact the vergger, organist and bell ringers on your behalf. The exception being, in case you want to arrange a soloist with the organist. We will supply you with the information upon request.

PCC fee for Wedding includes:	
Publication of Banns of Marriage	£31
Marriage Service in Church	£495
Fees due to PCC	£264
Less Deposit Paid	£50
Balance Due before Wedding Day	£214
	2021 fees-Total of
	£709
Wedding Optional extras:*	
Vergger	£40
Organist	£130
Bell Ringers	£150
Soloist—by special arrangement with the organist—notice required	

Clergy

The Revd. Shola Aoko
Christ the Worker Vicarage
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Parish Administrator

Mrs. Dalletta Reed
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Langley, Slough SL3 7ER
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Vergger

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St. Mary's Wardens

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