

HOLY TRINITY, PRESTWOOD AND ST. MARY MAGDALENE, GREAT HAMPDEN

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Worship in Step 4 – July 19 and onwards

This document should be read in conjunction with the document the PCCs reviewed in March: [Microsoft Word - COVID Recovery Roadmap March 2021.docx](#) (htprestwood.org.uk) and also the C of E Guidance document: [Opening and managing church buildings in step 4 of the Roadmap out of Lockdown](#). Please read these to be aware of the background to the decision-making process. Rather than discuss the arguments, which the document referenced above does comprehensively, the following is a scheme for trying to achieve balance between the competing needs and fears that people have in our two churches.

I am offering a scheme to which both the PCCs and staff have commented on. Where there is broad agreement, we will go with the majority. Where there are variations, I will try to find a majority view. The C of E document baldly states “The responsibility for making decisions about how to proceed lies with the incumbent.” (p.3). I am not sure on what basis that is the case. It is not explained why. My guess is that it is an interpretation of Canon B5 [Of the discretion of ministers in conduct of public prayer](#). So I guess that means I might not go with the majority! However, it is my intention to proceed as collaboratively as possible. I do not intend to do anything our staff are not comfortable with and will take all due heed of PCC members views, and those of the wider congregation. Everything will be kept under review. I imagine there will be changes week by week. The Risk Assessment will inevitably follow on behind events.

There are no doubt omissions and clarifications needed to this document, in addition to any questions you may have. If, in time, restrictions are reintroduced a new Risk Assessment will need to be written to account for them.

Holy Trinity, Prestwood

1. Revert to all services in the church building from July 19 onwards.
2. Return the seating to its normal configuration.
3. Allow the congregation to sing.
4. Administer communion in two kinds.
5. Ministry teams operate as normal.
6. Allow servers, etc. to assist with set up, tidy away.
7. Carry on streaming the 9.30am service.
8. From September return to mid-week communion on Tuesday and Wednesday with coffee, etc. after.
9. From September we will recommence the Family Services.

Continuing mitigation measures for COVID-19:

1. Clergy to continue to LFT test bi-weekly.
2. Retain the QR code and Track and Trace sheets. Encourage people to use them whilst understanding that we cannot insist.
3. Keep both doors fixed open during services (unless too windy).
4. Expect and recommend that people wear face coverings (unless taking a leading role) at services where more than **ten** people are present.
5. Encourage people to sit in a socially distant way.
6. Explore offering a suitable object (pine cone, etc.) that people can use to indicate they are distancing.
7. Gospel to be read from chancel step.
8. Encourage a 'no contact' sharing of the peace.
9. No offertory procession.
10. Retain current sanitary procedures at the altar.
11. Additional procedures around communion:
 - a. Administer communion from the chancel step 'café style'.
 - b. Encourage people to maintain social distance whilst approaching for communion.
 - c. Use individual wafers.
 - d. Communion in two kinds is by 'pre-intinction', where the wafer is touched with wine by the presiding priest before being given to the communicant.
 - e. Ablutions to be made at the piscina and only remaining communion wafers to be consumed.

- f. No intinction by individuals.
12. Refreshments to be served outside.
13. These mitigations will be reviewed at the start of each month with regard to removing them when it is safe to do so.

St Mary Magdalene, Great Hampden

1. Open all pews.
2. Organist returns and we allow the congregation to sing.
3. Revert to pre-COVID service pattern.
4. Administer communion in two kinds.
5. Sides-people operate as normal.

Mitigation measures for COVID-19 still in place:

1. **At the Patronal Festival on July 19 we expect and recommend that people wear face coverings.**
2. Clergy to continue to LFT test bi-weekly.
3. Retain the Track and Trace sheets. Encourage people to use them whilst understanding that we cannot insist.
4. Keep both doors fixed open during services (unless too windy).
5. Expect and recommend that people wear face coverings (unless taking a leading role) at services where more than **twenty** people are present. (*This number is greater than at HTP due to the capacity, size and layout of the building which offers greater opportunities for social distancing*)
6. Encourage people to sit in a socially distant way.
7. Explore offering a suitable object (pine cone, etc.) that people can use to indicate they are distancing.
8. Encourage a 'no contact' sharing of the peace.
9. Retain current sanitary procedures at the altar.
10. Additional procedures around communion:
 - a. Administer communion from the chancel step 'café style'.
 - b. Encourage people to maintain social distance whilst approaching for communion.
 - c. Use individual wafers.
 - d. Communion in two kinds is by 'pre-intinction', where the wafer is touched with wine by the presiding priest before being given to the communicant.

- e. Ablutions to be made by pouring to earth and only remaining communion wafers to be consumed.
11. These mitigations will be reviewed at the start of each month with regard to removing them when it is safe to do so.

Baptisms, Weddings and Funerals

We are unlikely to be successful in challenging the behaviour of people coming to baptisms, weddings and funerals. Therefore, we will encourage the organising families to follow the mitigations we have in place at the time, but they must be responsible for their own assessment of risk and what they permit. The provisos to this are (in both churches):

1. Both doors will remain open during the service.
2. Track and Trace is available.
3. Expect and recommend that people wear face coverings.
4. Vergers, organists and other assistants must be comfortable with the arrangements, and must be aware that they have the right to leave if they feel they cannot safely continue.
5. The clergy will need to be reassured before the service that the family are making their best efforts to ensure a safe service.

Other non-worship activities (including hires) are covered by the Risk Assessments the organisers of those activities have in place.