**St Mark’s Methodist Church, Cheltenham**

**Minister Rev Rachel Leather**

Good wishes from St Mark’s Methodist Church, Cheltenham.

We are looking forward to seeing you when you lead our worship in our building. We understand if you prefer not to lead worship at this time. Please let us know and we will make other arrangements.

If you are happy to come and lead our worship we need to ask your permission to live-stream the service to those who cannot be physically present in the building. Please let us know if you would not be happy for live-streaming to happen.

We have a risk assessment in place which has been accepted and approved by the circuit Covid-19 committee.

We are limited to a maximum of around 30 people in worship (depending on how many households, bubbles or individual people would like to come). We have asked folks to let us know beforehand if they are coming so we can be certain about numbers. We also make a record of those people and take a contact number in line with the government’s track and trace policy.

When you arrive at St Mark’s you are welcome to use the car park at the back of the building but please could you access the building through the front doors on Gloucester Road to help keep to the one-way system that is in place. There will be hand sanitizer for your use as you enter the building and at other strategic points in the building. A steward will show you to the vestry and only you and one steward will be in the vestry at the same time if it is necessary. We ask that face masks are worn by all in the building. You will, of course, be able to remove yours to speak from the front where you will be well away from all persons present. We ask that you keep it on when you are not speaking unless, of course, you are exempt from wearing it.

As you know, we cannot sing in church but we have the facility to use screens where hymns and worship songs can be shared. The congregation will not be using any books.

The screens can be used to display a variety of material including hymn words, pictures, videos, readings, prayers and other liturgy. If you would like to make use of the screens we would ask you to provide any material, preferably in PowerPoint format, by the Thursday before you are due to lead worship to Music@StMarksMethodist.org.uk. If your service includes videos that are publicly available from sources such as YouTube, these can be provided as hyperlinks to save the presentation getting too big. If you would like to discuss your material in advance then please contact Stephen Varley at the address above.

There will be one reader available to read any Bible readings that you would want to share with us. That person will be able to read more than one reading. This is so that only one person is using a lectern on a particular day so there will be no need to wipe it down between readers. You will be able to use a completely separate lectern.

Please could you email stewards@stmarksmethodist.org.uk by the Thursday before the Sunday that you are with us giving us your order of service?

Please could you bring your own bottled water for use during the service if you so require.

There is information about services at St Mark’s for the congregation on our website which you may be interested to look at.

If you need any more information please do get in touch.

Judith Chorley (Contact steward)

stewards@stmarksmethodist.org.uk