

Minister

Rev. Barry Owen
17 Clarkson Court
Normanton
WF6 1NH

T: 07753127681

E: barry.owen@methodist.org.uk



Altofts **Methodist** Church
Church Road
Altofts
Normanton
West Yorkshire
WF6 2NJ

www.altoftsmethodist.org.uk

Preachers' Information for Altofts Methodist Church

Dear Preacher,

We are pleased that you will be coming to lead worship at Altofts. The purpose of this letter is to give you some basic information about our church and practical information about worship.

The church is quite easy to find, located on Church Road near to its junction with High Green Road, next to the Robin Hood pub. The postcode for the church is WF6 2NJ for those using satellite navigation. There is a small car park at the front of the chapel.

Altofts Methodist Church has a membership of just above 60 and, although there is a wide age profile, a substantial number of the congregation are over 60, but there are people of all ages in the congregation.

Worship Resources

Congregations are usually accompanied by one of our organists; on rare occasions, the Singing the Faith CD accompaniments are used, you will be informed when this is the case. Our main hymn book is *Singing the Faith*. Along with our main hymns book, we are registered with CCL (No. 289655), which means we can display words from other sources on the screens. Music books we have available are:

- Complete Come and Praise (BBC)
- Common Ground
- Complete Mission Praise
- Hymns and Psalms
- Hymns of Glory, Songs of Praise (identical to Church Hymnary 4)
- Methodist Hymn Book (1933)
- Mission Praise 1
- Songs of Fellowship 1
- Songs of Fellowship 2
- Songs of Fellowship 3

If you wish to use hymns other than from *Singing the Faith*, please give the senior steward a week's notice so arrangements can be made for the hymn to be reproduced.

As well as *Singing the Faith* there is a copy of the Methodist Worship Book in each seat. There are also Revised English Bibles available in the seats.



www.altoftsmethodist.org.uk



www.aireandcaldercircuit.org.uk

Multimedia Resources

The church has a good sound system that can play CDs. It also has an input which will allow preachers to use MP3, or other music players with a 3.5mm jack port.

We also have two screens at the front of the church which can be used in conjunction with a laptop computer, this may be your own or one can be provided. If you intend to use a PowerPoint presentation it is worth bearing in mind that:

1. The screens are in widescreen (16:9) format, so when creating your presentation select this in the 'design' tab, selecting 'slide size' then 'widescreen (16:9)'. This is not imperative, but there will be a black vertical bar at both sides of the picture or your slides may be stretched.
2. Any text for the congregation to read needs to be size 40 or above.
3. Leave a small border (approximately 1cm) along all edges of your slides, as the outer edges may be cut off on the screens.

If you wish to use the multimedia resources, please contact the senior steward at least a week before to discuss your requirements.

Services

The following information about the services at Altofts Methodist Church outlines our usual practice, however this is not 'set in stone' and we are happy to accommodate the wishes of preachers wherever possible.

Reader

It is our custom to provide a reader from within the congregation for both morning and evening services. Some preachers give one reading, others may give more or even all the readings set for that service. It is up to you.

Notices & Collection

Notices are printed, but the stewards make additional announcements before the service. The weekly offering is taken at an appropriate place in the morning service at the discretion of the preacher. In the evening, the collection plate is placed at the back of church and brought forward at an appropriate point in the service

Lord's Prayer

The Lord's Prayer may be said or sung as the preacher wishes. We use the familiar Joseph Lees version, which is now in Singing the Faith at number 762.

10.45am Service

The morning service takes place at 10.45am. Occasionally, this will be an act of all age worship when children remain in church throughout the service, marked AAW on the plan. On other Sundays, children will usually leave the service for Junior church called *SuperKids*. The following blessing, which is printed on the weekly notices, is usually shared after the second hymn:

*Go now in the name of Christ,
and the power of the Holy Spirit,
for the Lord is with you always. Amen*

The children then come back to share what they have been doing, usually before the last hymn or before the prayers of intercession (the SuperKids leader will liaise with you on the day). It would be appreciated if the offering were taken with the children present.

There are occasions when children stay in the service, when quiet activities are available. Although few in number, the children would appreciate your acknowledgement in the form of a short children's address.

Numbers in the congregation can vary, but we would normally expect a congregation numbering somewhere between 30 and 40, of which a small number are likely to be children.

Five minutes before the service begins a steward will go to the front and the organist will stop playing. The steward will draw the congregation's attention to any important notices or those not printed in the sheet and will announce the preacher for the service.

There will then be a short period of silence for prayer and reflection.

After a prayer in the vestry the congregation will sing the introit as the preacher enters the pulpit.

(During Advent and Lent there is a short liturgy at the beginning of the service).

6.00pm Service

The evening service takes place at 6.00pm when the congregation is generally smaller, averaging 10 to 15.

Five minutes before the service, the organist will stop playing to allow a period for prayer and reflection.

After a prayer in the vestry the preacher will enter the pulpit.

Other Information

If you have any other queries, please do not hesitate to contact Tom Ferguson

tomferg80@gmail.com

01924 893004

We look forward to welcoming you to Altofts Methodist Church.

The Stewards