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This policy applies to all churches within the Benefice of Witney.

1 All persons living within the boundary of the ecclesiastical Benefice of Witney shall be entitled to apply to be married in any of the churches of the ecclesiastical Benefice of Witney.

2 No marriage shall be performed without the necessary legal preliminaries being completed. This includes payment of appropriate fees and charges.

3 Marriages may take place without further consultation after banns or common license. Marriages may take place after a Registrar's Certificate with the consent of the Team Rector.

4 Any proposed marriage involving a person from outside the European Economic Area shall be referred to the Registrar of the Diocese for advice. Advice may additionally be sought where either or both of those desirous of marriage are not British Citizens.

5 If neither of the persons wishing to be married is currently a resident in the Benefice they must provide documentary proof of their "Qualifying Connection" as per the criteria in the *Application for Marriage* form.

6 If the qualifying connection is regular attendance at divine service within the Benefice, the couple must attend regularly (at least once per month) for a minimum of 6 months. They should make their presence known to a churchwarden or deputy churchwarden on each occasion, and an appropriate record may be kept.

7 Marriages may additionally take place by Archbishop's Special Licence. The usual rules for Special Licences administered by the Faculty Office of the Archbishop of Canterbury shall be followed.

8 Fees shall be charged for weddings in line with the Fees prescribed by the General Synod, and additional fees (for heating, music and organisation etc) shall be at the discretion of the PCCs which shall publish their fees annually.

9 Couples who have been married in a civil ceremony may apply to the Team Rector or Team Vicar to have their marriage blessed. There will be a fee set by the relevant PCC. No banns shall be called, and no legal preliminaries completed other than the provision of a certificate of marriage.

10 Couples who have been married according to the Rites and Ceremonies of the Church of England may, from time to time, apply to the Team Rector or Team Vicar for a

renewal of those vows. In such a case, no fees for a wedding will be charged, excepting those laid down by the PCCs for heating, music, organisation etc.

11 Couples desirous of being married, where either has a previous spouse still living, and who is in possession of a Decree Absolute may apply to the Team Rector or Team Vicar to be married. Each such application will be treated separately, and advice and consent may be sought from the Bishop or Area Bishop.

12 Statute currently prohibits the Church of England from performing Same Sex Marriages. Couples in a Same Sex marriage or Civil Partnership may apply to the Team Rector or Team Vicar for a blessing of their union. Each such case will be treated separately and advice and consent will be sought from the Bishop or Area Bishop.

13 Fees set by the General Synod may only be waived with the consent of the Archdeacon. Fees and charges set by the PCCs may be waived at the discretion of the Team Rector after consultation.

Adopted by Witney PCC 8 November 2017

Adopted by Minster Lovell PCC 27 November 2018

Signed *Toby Wright*

Counter-signed *Charlotte Tremain* Witney PCC

Counter-signed *Judith Warwick* Minster Lovell PCC

Review date: 5 years after adoption