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6th January 2021

Dear Brothers and Sisters in Christ,

Following the Prime Minster's broadcast on Monday 4th January, and in consultation with our two PCC's, we have made the difficult decision to suspend worship in our buildings whilst we are in a national lockdown.

However, we know how important it is to have the opportunity to remain in fellowship so we propose to offer a Sunday service each week at 10:30am via Zoom. Information about how to set yourself up to use Zoom can be found at the end of the letter.

Zoom allows us to see one another on-screen, and providing we all remember to mute, to also sing- although for the first service we shall not attempt this and will instead just have a said service of the word.

I attach a copy of the service we shall be using as well as a list of the readings from now until the end of March, although I hope and pray it will be possible to meet in person before then. This will hopefully mean that even if you cannot access the service via Zoom, you can still join us in worshipping at home each Sunday.

I am very conscious that lockdown is an extremely isolating experience -even for those of us that are introverts. But it is more important than ever that we try to make sure we support one another by staying in touch with one another. GDPR makes this a bit more complicated as we cannot simply share people's contact information with others. In the past I know there has been a parish directory, and I think it might be useful for us to update this. I would also like to establish a Pastoral Team in each parish who can ensure that everyone is contacted by phone/email once a fortnight during lockdown so we can make sure everyone is all right and to support you if necessary.

If you are happy for this to take place, please complete the attached form and return it to me either by post or by email to the above address and we will put together an updated version of the directory. As you will see from the form, the use of the data will be limited to sending monthly newsletters, for me or someone from the staff team to call you to check you are ok. Please ensure you return this by **Wednesday 20th January** at the latest- if I have not received a reply by then I will assume you do not wish to be included.

I hope that many of you will feel able to join us on Sundays, either in person or by using the liturgy attached, and hope that we will soon be able to gather again in person.

Yours in Christ

Rev Sarah

How to use Zoom for the first time

Zoom is a website or application that enables you to connect with people over the internet. You are able to see and hear others in the same session as you and interact in a normal conversation with them.

What do I need?

• You will need a device that is connected to the internet

• The device can be a smartphone, tablet or computer

• You will need the Zoom app. You can either download the app before you start your first session or you will be prompted to download the app a little further on in the steps.

• To download the app before you start, go to the place on your device where you normally download apps. For Apple devices, ie iPhone or iPad this is the App Store . For all other devices you download apps from the Google Play Store

• Search for the word Zoom in your store and a few options will come up. You need to select the Zoom cloud meetings option which is a blue rectangle with a white camera

• Download the app and complete any prompts that your store asks, you should now have the Zoom app on your device

If you do not have access to the internet, you can access the service by using a phone. Please be aware that this is not free, unlike the online access, and you will be charged for the call. Also if you do phone in, it is not possible to put you on "mute" so if you say anything, this will be audible to everyone else!

The phone numbers for dialling in are:

0203 051 2874

0203 481 5237

0203 481 5240

0203 901 7895

 0131 460 1196

Meeting ID: 827 9520 1129 Passcode: 196875

What happens now?

The link for our service is
https://us02web.zoom.us/j/82795201129?pwd=QXc1cTZzUUJvTkdvOXhoUnNQcHhFdz09

• The Meeting ID is **827 9520 1129**

The Meeting Passcode is **196875**

We will use the same link each week & this will be on the Facebook page so you can click on it there if you wish.

• A few minutes before the meeting is due to start click on the link you have been provided with

• The next screen should show an option to Join a Meeting and you need to click it

• You may then be asked to type in the Meeting ID and then the Passcode

• You are nearly there now!

• The next screen will ask if you want to join with video this will allow you to see others in the session and for them to see you, this can be turned on and off during the session if you wish

• You will then be asked if you want to join with audio this will allow you to hear others in the session and for them to hear you, again this can be turned on an off during the session if you wish

• You should now have gained access to the service

During the service

• At the bottom of the screen there are some icons of a video camera and a speaker, by clicking those you can turn the video or sound on or off.

• If more than one person is talking at once or there is background noise this can make the conversation break up and be a little frustrating. Try and take it in turns to talk rather than all at once.

Problem solving

• If you have not downloaded the Zoom app first and just click the link the session host has provided you may be prompted to download the Zoom app. Follow the instructions on your screen to do this. If this does not happen follow the instructions at the start of this sheet to download the Zoom app.

• If you can't see or hear the other people in the session your video and/or your microphone is switched off. Find the video camera icon and/or microphone icon at the bottom of the screen and turn the relevant one on.

• If you are still unable to hear and/or see the people in the session there may be an issue with your settings. Here you will need to come off the session and open up the settings on your device. Find the apps option and find Zoom in the list of apps. Open this up and look for permission and ensure that camera and microphone are selected