

## All Saints' Church, Hertford

### Sidesmen's Duty Rota

**2019-2020**

Mr. D.M. Graves      582489	Mrs. R. Dean 01920- 462873	Mrs. D.M.F. Toyn      589781
Mrs. R. Graves      582489	Mr. D. Dean 01920- 462873	Mr. R.D. Toyn      589781
Mr. W. Newbold      552465	Mrs. R. Barron      584165	Mr. J. P. Toyn      589781
Mrs. H. Wright      534535	Miss I. Hurley 07775-995297	Mr. S. Neale      584640

2019 June 2 July 14 August 25 October 6 November 17 December 29	2019 June 9 (Pentecost) July 21 September 1 October 13 November 24	2019 June 16 (Trinity) July 28 September 8 October 20 December 1 (Advent)
2020 February 9 March 22 (Mothering Sunday) May 3	2020 January 5 (6 Epiphany) February 16 March 29 May 10	2020 January 12 February 23 (26 Ash Wednesday) April 5 (Palm Sunday) May 17 (21 Ascension)

Mr. B.R. Dilley      587113	Mr. L. Ajao      582420	Mrs. J. L. Bird      587544
Mr. M. Bird      587544	Mrs. F. Earle      462467	Mr. J. Leech      425688
Mr. G. Rice      551644	Miss E. Nailer 01920-870100	Mrs. J. Leech      425688
Mrs J. Oldham 01920-469489	Mr M Bartlett 07598-270772	Miss F. Ingram 07757-177837
	Mrs C Bartlett 07598-270772	

2019 June 23 August 4 September 15 October 27 (1 All Saints) December 8	2019 June 30 August 11 September 22 November 3 December 15	2019 July 7 August 18 September 29 November 10 (Remembrance) December 22 (25 CHRISTMAS)
2020 January 19 March 1 April 12 (EASTER) May 24	2020 January 26 March 8 April 19 May 31 (Pentecost)	2020 February 2 March 15 April 26 June 7 (Trinity)

Each sidesman should arrange with their team leader to ensure that all services on the Sunday (10 am, & 6.30 pm) and the week following are covered. When a sideman is planning to be absent, the sidesman should make arrangements for a replacement from another team. Each sidesman should keep their team leader informed if they are going to be absent and indicate whether they have been successful in finding a replacement to cover for their absence.

For each service, at least one sideman should be present 30 minutes before the service is due to start. There should be at least one sidesman at the end of each service to collect the service material as the congregation leaves, to close and secure all doors.

One sidesman of each team, at each service, should help to count, record and secure the collection.

For services likely to exceed 100 in total (congregation plus choir), the sidesmen should ensure that the North-West Porch door and gate are unlocked and accessible, and the South Porch door is unlocked (with the internal light on), so that in an emergency, people within the church will be able to use these exits in addition to the West Doors.