

HEREFORD CATHEDRAL

Notes for visiting organists playing for services

Instructions for operating the CCTV system

- Use the main monitor (in front of you) to view the conductor; this monitor has no digital delay.
- To enable the joystick to work, this view must be selected in the left monitor: to do this, press button **1** on the silver panel to your left. If this doesn't work, press the 'screen' button first (this is to the left of button 7).
- To use another camera, press button **2** (SE transept and Lady Chapel), **3** (N transept and aisles) or **4** (S transept and aisles). This will enable you to keep track of processions, etc., but the delay means that you will not be able to follow a conductor.
- To select a different camera on the main monitor in front of you (for example, if you are accompanying a choir in the N transept) use the buttons on the black panel above the left-hand jamb. There is a remote control panel for this device.

The Cathedral Eucharist

Before the service

Play until the Dean comes out for the notices. You will need to watch for this on **camera 1**. This will be at about 9.57 am. Try to end in the key of the introit.

The choir sings the introit from the south transept. You can see this part of the cathedral on the CCTV (**camera 4**). Should you be unable to access direct visual contact, you will probably be able to hear from the loft the sound of the choir responding to the vestry prayer, or you could also arrange with (for instance) the Precentor to give a signal in a place visible from the loft or camera 1. You should then give a chord for the introit (we suggest Swell 3 with the box open). All piston settings refer to divisional channel **1**, which should not be altered.

Immediately after the introit has ended, play over the processional hymn. The play-over and the hymn should be no quieter than Great 6. Please bear in mind that the sound of the organ is quite distant at the back of the nave. This hymn may need to be extended until the celebrant is ready on the plinth (**camera 1**).

Gloria

If an intonation is necessary, you or the conductor will need to organise this with the celebrant or another member of the clergy. This may include writing it out. We suggest playing over the intonation on Great 2, at the appropriate octave.

Gradual psalm and Gospel

There is no play-over and there is no Gloria. The psalm leads after a couple of seconds' break into the Gospel acclamation. We suggest accompanying the choir on Great 2 and Swell 4, and the congregation on Great 5.

Be ready then for the Gospel responses: after the announcement of the Gospel come straight in with the appropriate chord. Straight after 'This is the Gospel of the Lord' come straight in again for the second response. Visiting choirs normally use the Merbecke setting.

Immediately after this, play very loudly to cover the Gospel procession (usually about 30 seconds). Watch for the servers returning to their places on the plinth.

Offertory hymn and Sursum corda

Straight after 'Let us offer ...' improvise for about 30 seconds, to cover the Peace, leading into the play-over for the offertory hymn. This needs to be played no quieter than Great 6.

The offertory hymn may need extending, to cover presentation of the collection at the nave altar. Any extension should finish once the cross and lights are in place behind (west of) the nave altar. With or without extension, the hymn should go straight into the intonation for the Sursum corda, except during Advent when there is a prayer at this point. For the Sursum corda intonation, once again we suggest Great 2 or 3 and you will need to check the key (and octave) according to who is singing: usually between tenor D and F for the Dean, Precentor and Chancellor, and treble D to F for the Cathedral Chaplain, although these may be varied by negotiation if the keys fit better. Occasionally it may be said at the celebrant's request.

The Sursum corda is then sung unaccompanied.

continued overleaf

Communion

After the Agnus Dei, the choir will take communion at the High Altar, where the organist may also communicate at this point. After the motet, and once everybody has communicated, play over the postcommunion hymn. This should be accompanied more quietly than the other hymns, in the Great 3–5 range. Please don't improvise after this hymn.

Dismissal and final hymn

From Easter to Pentecost there is a versicle (sung by the deacon) and response (sung by the congregation). Please give a note at the appropriate pitch for the deacon and accompany the congregation on Great 5 or so. This leads directly into the playover for the final hymn.

The final hymn, like all the others, is unannounced and should be very loud. It goes immediately into an improvisation (also very loud) or an appropriate voluntary. Please consult with the Precentor about any specific instructions on any given day.

Hymns at Matins or Evensong

These are usually played at a lower volume than for the 10 am Eucharist, say Great 3–5, unless there are significant numbers of congregation in the nave, in which case they need to be louder.

Please stick closely to our guidelines on hymn volume: these are the result of many years of experience, and provide continuity for the congregation regardless of who is playing for the service.

Processions

Occasionally there is a procession at Evensong, when the sequence of events is as follows: After the sermon, there is a hymn during which the collection is taken and presented (the processional hymn will be announced at the same time as the collection hymn). The organist needs to continue after the hymn to cover the putting on of the incense at the High Altar. This should run into the play-over for the processional hymn. After the play-over, stop for the versicle and response which are sung unaccompanied (no note needed):

Let us go forth in peace: In the name of Christ. Amen.

Then go straight into verse 1, with no further play-over or introduction. The dynamic for this should be louder, not less than Great 6. Please refer to the Precentor for more specific instructions on any given day. Depending on the destination of the procession, check whether extension of the hymn is necessary using the CCTV system.

Audio recordings

All sung services are recorded using the cathedral's own sound system. If you are interested in obtaining recordings of individual services, please contact Tim Symons, the cathedral's music and liturgy administrator (tim.symons@herefordcathedral.org, 01432 374255).

Video recordings

We would have no objection to your making video recordings at the console for strictly private purposes, but any other more public use would require a request in writing from you, our written agreement to your proposal, and possibly the payment of a facility fee. *Please note that, in particular, we do not give permission for unofficial recordings of the cathedral organ to be uploaded to YouTube or similar websites.*

Geraint Bowen and Peter Dyke
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