

# **The Parish of St Andrew's Biggleswade**

**St Andrew's Church, Shortmead Street, Biggleswade,  
Beds.**

*Vicar:* Rev'd Liz Oglesby-Elong

*Parish Office:* 01767 312243; *email:* vicar@standrewschurchbw.org.uk

*Website:* [www.standrewschurchbiggleswade.org.uk](http://www.standrewschurchbiggleswade.org.uk)

*Registered Charity:* 1133991



## **Please reply to:**

PCC Secretary

Miss Ruth Marshall-Jones

40 Mountbatten Drive,

Biggleswade, Beds SG18 0JJ

or to [pccsecretary@standrewschurch.org.uk](mailto:pccsecretary@standrewschurch.org.uk)

20<sup>th</sup> October 2021

Dear Archdeacon Dave

## **Parish of St Andrew's Church, Biggleswade**

Further to your verbal confirmation, I am writing on behalf of the PCC of St Andrew's Church Biggleswade to formally seek approval for a curtain to be placed across the alcove in the chancel; the alcove previously housed our organ console, and now houses our music library. This matter was discussed at our PCC meeting on 7<sup>th</sup> September and subsequently proposed, seconded and approved by all present. In this regard, I attach a copy of the signed minutes. You have our assurance that the pole and curtain will be in keeping with the fabric of the church.

I look forward to receiving your response.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Ruth Marshall-Jones'.

Ruth Marshall-Jones

*PCC Secretary, St Andrew's Church, Biggleswade*

Enc.