

FLOWER ARRANGERS' BOOKLET



A message from the Designer

Dear fellow flower arrangers,

I am thrilled you have decided to take part in the 2026 Chichester Festival of Flowers. Me and co-designer Carina Giordano are hoping to create an immersive, beautiful and artful experience for the visitors coming through the doors of the Cathedral next year. We are also hoping for a collaborative journey with you all and we can't wait to see you bring each floral installation to life. I am also very excited to announce the 2026 theme which takes inspiration from nature. **Nature's Embrace: in the gentle embrace of nature, we find healing, inspiration and renewal. Yet, as we are cared for by nature, we are called to care for it in return - to protect, cherish and sustain the world that sustains us.** Chichester Cathedral's Festival of Flowers (3 – 6 June 2026) will celebrate this relationship and I am very excited to bring this whole concept to life as well as working alongside you.

Caroline Daines, Designer

A message from the Dean

As we look forward to the Flower Festival, I'd like to take this opportunity, on behalf of the Cathedral Chapter, to thank you for offering your time and skill to help make it a stunning event.

I regularly meet visitors to the Cathedral who tell me how much they are looking forward to the Flower Festival and, in addition to the beauty of the flowers, it is a wonderful opportunity to welcome people into the Cathedral.

I wish you all every success as you plan and prepare your arrangements and I look forward to seeing them at the festival.

The Very Reverend Dr Edward Dowler

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FESTIVAL OF FLOWERS TEAM 2026

Chair	Hilary Tupper
Deputy Chair	Denise Patterson
Designer	Caroline Daines 07813 171 806 Caroline@nordictwigs.co.uk
Design Assistant	Carina Giordano
Festival Co-ordinator	Philippa Lane 01243 813591 Flowerfestival@chichestercathedral.org.uk
Director of Fundraising	Alison George
Trust Accounts	Jane Feild 01243 812481 Trustaccounts@chichestercathedral.org.uk
Chair 2028	Sara Whitmore
Crew Leader	Nigel Hollowell-Howard
Trust Address	The Trust Office, The Royal Chantry, Chichester Cathedral, Cloisters, Chichester PO19 1PX



Festival of Flowers 2026 Management Team (l-r)

Alison George, Denise Patterson, Hilary Tupper, Caroline Daines, Philippa Lane and Sara Whitmore

FESTIVAL OF FLOWERS DATES 2026

April 21 st 2026	1.30-3.00pm	Arrangers Meeting in the Cathedral Nave
Sunday 31 st May		Flowers arrive—delivered into Cathedral; Trees and shrubs arrive; oasis soaking. Limited PM only drop off for props to be allocated
Set Up During Set up the Cathedral will be closed to the public. No entry without wristbands.		
Monday 1 st June	8.30am – 6.30pm	Preparation for the Festival. Flower arrangers only
Tuesday 2 nd June	8.30am – 12 noon	Final preparation.
	12.00pm - 5.00pm	Press and photography Preview set-up
	6.00pm – 9.00pm	Preview Evening
Festival open to public		
Wednesday 3 rd June	9.30pm – 5.00pm	Festival open to the public
	12 noon – 2.00pm	Flower Arrangers & Sponsors' Lunch – Vicars' Hall
Thursday 4 th June	9.30pm – 5.00pm	Festival open to the public
Friday 5 th June	9.30pm – 5.00pm	Festival open to the public
Saturday, 6 th June	9.30pm – 5.00pm	Festival open to the public
During opening times there will be timed slots for visitors		
Clearing Up		
Sunday 7 th June	12.30pm—6.00pm	Take down*
Monday 8 th June	9.00am – 2pm	Flower Sell Off on Cathedral Green near the Cross

*Please nominate at least two of your team to help take-down on Sunday 7th June.

Flowers and foliage should be put into flower buckets for the flower sell off. Spent flower heads should be deposited in allocated cardboard boxes ready for the London Confetti Club to be recycled.

You are responsible for leaving your area clean and dry.

Access to the Cathedral

For health and safety reasons, only those who are working in the Cathedral are allowed entry during Set-Up. You will all be given wristbands which must be worn at all times to gain entry to the Cathedral. These are not transferable. Anyone arriving without identification must report to the Cathedral offices.

Belongings

Please label all equipment with a sticky label with your name clearly marked; buckets, watering-can, scissors, knife, secateurs, plastic mats, folding steps, wheelbarrow, trolley, etc. Clippers and gloves are advised for clipping chicken wire. Please do not bring anything of value to the Cathedral while work is in progress as there is no safe storage. A Festival of Flowers apron is advisable as you can keep your money and keys in your apron pocket, along with secateurs and scissors. There will be a coat rack in the Pantaleon, off the South Transept, where coats can be left at own risk.

If property is lost, please advise Philippa Lane, the Festival Co-ordinator at the Trust Office, Royal Chantry, in the Cloisters.

Budgets and Expenses

Oasis bio foam bricks, chicken wire, tape, urns, pedestals, plinths, capillary matting floor covering for every area will be provided. Please source as many jars, small buckets and other water vessels that will hold water as an alternative to using Oasis, and any other props from home, friends or flower-arranging colleagues to use in your designs. You are more than welcome to source as much greenery as possible from your own or friends' gardens, woodland, etc (with owner's permission). This should be well-soaked in advance. Please don't choose greenery that will droop within the week. Woody ends might have to be cut up the stem to increase water intake.

Any personal invoices must be signed and approved by Caroline Daines before being given to Jane Feild, Trust Accounts, within 10 days of the end of the Festival.

Care of the Cathedral and Setting Up

Please ensure that you take care of our 950-year-old Cathedral. It is essential that all arrangements on the floor and tops of tombs have capillary matting (put fleece side down) to absorb moisture before putting trays or stands in position. This should be cut back so it cannot be seen once the flower arrangement is finished. Your pre-ordered matting, chicken wire and oasis, along with your flowers, will be in place at your Arrangement location on Monday morning. Pedestals will not need to have fleece underneath.

Any designs needing to be hung or secured must be agreed with Caroline Daines and the crew in advance as no fixings can be used in the building without prior permission.

Colourways and Quality of Flowers

As experienced flower arrangers you will appreciate the importance of ensuring that all flowers need to be of good quality to last the week. We aim to deliver your flowers according to your order, but substitutes may be made to maintain quality.

The Crew

The Crew are all highly experienced. They will be doing numerous jobs during the Festival and will help you, if required, when they can. Please be patient. The Crew will have trolleys to move heavy loads, however if you can bring your own trolley or wheelbarrow (labelled with your name) and your own helpers to move your mechanics, greenery, etc. into the Cathedral on arrival, this will save time.

Delivery of Flowers

South East Flowers will deliver the flowers on Sunday 31st May and individual Flower Orders will be placed at each display area along with pre-ordered fleece and chicken wire. If anything is missing, please report it to Caroline or Carina.

Delivery of Trees

The delivery of trees and shrubs will take place on Sunday 31st May.

Dealing with Problems, Complaints or Disputes

The Festival of Flowers is intended to be an enjoyable experience for all, both participants and visitors alike. In the unlikely event that you find yourself in a position of disagreement or complaint, please do bring it to the attention of a member of the Festival Management Team, as soon as you can.

Health and Safety

A Risk Assessment is carried out before the Festival by the Trust.

First Aid officers are on duty every day during the setting-up period and the days open to the public.

Ladder and Step-ladder Checklist

A pre-use check should be carried out:

- by the user;
- at the beginning of the working day; or
- after something has changed, e.g. a ladder has been dropped or moved from a dirty area to a clean area (check the state or condition of the feet).

1. Check the stiles.

Stiles should not be bent or damaged. Bent or damaged stiles could cause the ladder to buckle or collapse.

2. Check the feet.

Missing, worn or damaged feet could cause the ladder to slip.

Check ladder feet when moving from soft or dirty ground (e.g. dug soil, loose sand and stone, a dirty workshop) to a smooth, solid surface (e.g. paving slabs), to make sure the foot itself and not the dirt (soil, chippings or embedded stones) is in full contact with the ground.

3. Check the rungs.

Bent, worn, missing or loose rungs significantly reduce the strength and capacity of the ladder.

4. Check any locking mechanisms.

Bent, worn or damaged fittings could lead to the ladder collapsing in use. Check that any locking bars properly engage. Make sure they are engaged before using the ladder.

5. Check the stepladder platform.

If it is split or buckled the ladder do not use the steps, the ladder could become unstable or collapse.

6. Check the steps or treads on stepladders.

Contaminated steps or treads will become slippery. If the fixings to the steps, or tread are loose they could fail and collapse.

If you spot any of these listed defects or anything else of concern, don't use the ladder. Notify Alison George or Philippa Lane and act on their advice.

Please do not take any action that could put your safety or that of others at risk.

Insurance

The Trust is covered by Public Liability and takes out additional insurance for the Festival. The Festival of Flowers takes no responsibility for items lost or stolen during the event. If using valuable items in your display, please ensure they are safely secured and named and cannot be removed. A photograph of any such item would be a good idea.

Lighting

All arrangements will be lit and the lighting engineers will work on your arrangements throughout the day. Please start setting up your arrangements and the lighting engineers will work around you.

Parking

There is no parking on site. A list of car parks is available on our website [Visiting us | Chichester Cathedral](#) . We encourage car sharing where possible.

Personal Details, GDPR

We will keep your personal details safely and securely and will never share them with any third party unless requested to by law. Please notify the Trust Office of any changes to your personal details as soon as they change.

Publicity and Marketing

We will be producing leaflets and posters for the event and would be grateful if you could help distribute these to local shops, friends, Church groups etc. These will be available at the Arrangers meetings or from the Trust Office. Nearer the event we will be using social media and would appreciate your help in circulating it.

Refreshments

We ask that you please bring your own lunch each day. Drinks and biscuits will be provided; to reduce waste please bring a reusable cup with you.

Safeguarding Adults and Children

Safeguarding is everyone's responsibility

The Dean and Chapter are committed to the protection of children and vulnerable adults visiting the Cathedral, the Cathedral Choristers, and those attending services as well as any employees, trainees and volunteers. **If you have a safeguarding concern, or have any questions about safeguarding at Chichester Cathedral, please contact our team.**

Further information can be found on the cathedral's website [Safeguarding | Chichester Cathedral](#)

Soaking and Watering

Water troughs will be available at dedicated places for your use and floral foam will be ready at your arrangement in plastic bags. **PLEASE BE CAREFUL WHEN TRANSFERRING THESE TO PROTECT THE FLOOR.**

Top Tips

Volunteers will be sweeping up around you throughout the set-up however, if you would like to bring your own dustpan and brush then please do make sure that both pieces are clearly labelled.

Toilets

These are located off the North Transept in the Cathedral and in the Cloisters Kitchen & Garden Cafe opposite the Festival Market.

Unloading, Parking and clearing up

You will be allocated a location point for dropping off your mechanics and props for set-up. Please note that there is no car parking on site however a 15-minute timed slot will be allocated in advance to allow everyone to drop-off items on Monday the 1st June.

Please nominate at least two of your team to clear your arrangement area on the Sunday 7th June. All rubbish should be removed and the floor left clean, dry and tidy. When collecting your things at the end of the Festival on the Sunday, make sure you put all your belongings together in one place before going to fetch your car.

Watering Teams

We want all the arrangements to continue to look their best throughout the week of the Festival and therefore require volunteers who will go round every morning before opening time to water arrangements (refill the containers). If you live near the Cathedral, your assistance would be much appreciated. This quiet time in the Cathedral before visitors arrive is so special and volunteering to water arrangements feels very rewarding.

Map of Cathedral Precincts



Thank you - We are so pleased to have you as part of our Cathedral community for the Festival, for the joy that your creativity and skill will give our thousands of visitors, and for the fundraising that is made possible to maintain this historic and special place.