



Name of deceased: \_\_\_\_\_ Grave no: \_\_\_\_\_

### DETAILS OF MEMORIAL

**Materials:** \_\_\_\_\_

**Dimensions/fixings:**

Please complete the dimensions and fixings information overleaf (see headstone diagram)

**Inscription wording:**

Please provide sketch or photograph of memorial here

### DETAILS OF GRAVE OWNER (If Grave Owner is deceased, next of kin must contact the Parish Office to transfer ownership)

Grave Owner's name: \_\_\_\_\_

Address and postcode: \_\_\_\_\_

Email address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Relationship to deceased: \_\_\_\_\_

Grave Owner's signature: \_\_\_\_\_ Date: \_\_\_\_\_

### DETAILS OF STONEMASON (registered masons only)

Mason's signature: \_\_\_\_\_ Name (print): \_\_\_\_\_

Company name: \_\_\_\_\_

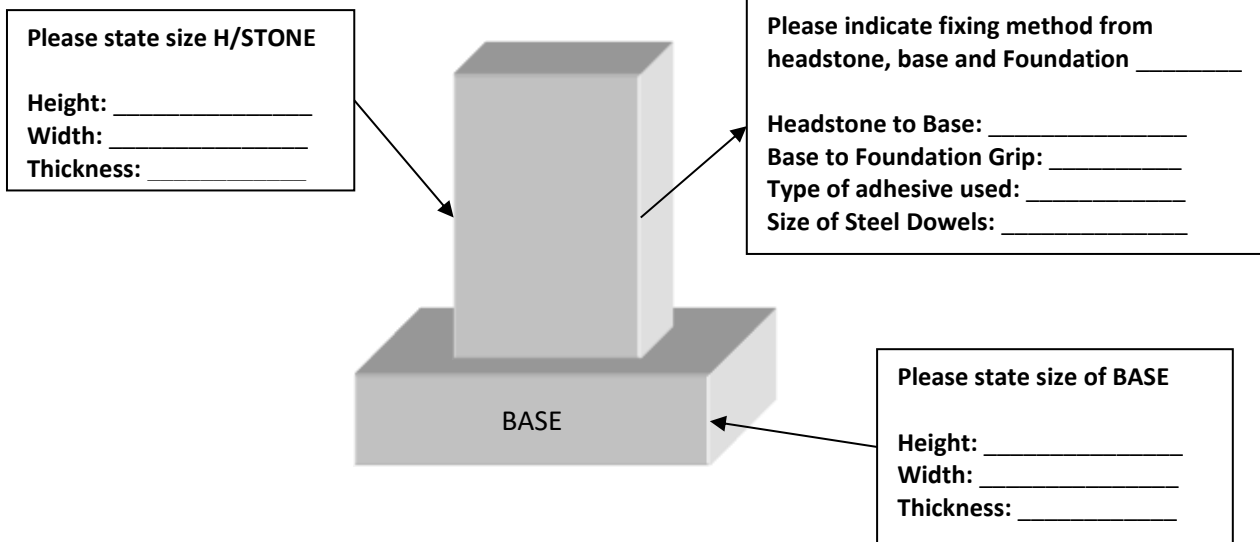
Address and postcode: \_\_\_\_\_

Email address: \_\_\_\_\_ Telephone: \_\_\_\_\_

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### For office use only

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_ Reference no: \_\_\_\_\_



**Erection of Memorials**

Headstones must be erected on a suitable foundation fitted flush or below ground level and made of natural stone or an acceptable alternative. Concrete and plastic are not acceptable materials.

Temporary markers may be left in place without payment of fee for up to 18 months from the date of the interment.

Headstones and base must occupy a footprint no wider than 675mm (26½ in) and a depth of no more than 500mm (19½ in) and may not exceed 1,050mm (41½ in) in height, measured from the ground level.

All headstones shall be erected and secured in accordance with the latest code of practice of the National Association of Memorial Masons.

Cremation stones shall be no larger than can be contained in a square 500mm (19½ in) by 500mm (19½ in) and shall be located flush with the ground to facilitate mowing. They may contain a recess to accommodate a flower vase which may not protrude above the surface of the stone.

With the prior consent of the Clerk a raised or angled cremation memorial may be placed, however the footprint for such a memorial shall not exceed 450mm (18 in) x 450mm (18 in) and the height above ground shall not exceed 150mm (6 in).

Applications for the erection of memorials shall be notified to the Clerk at least three weeks before work is to commence. The application must be accompanied by a specification which shall include the wording of any inscription and the appropriate fee.

Headstones and memorials may be removed between the hours of 8.00am and 4.00pm Mondays to Fridays.

Wording of inscriptions must neither be offensive nor include statements which impute blame and must be approved by the Clerk.

The Clerk may at his/her discretion decline to approve an application for a memorial. Appeals against the Clerk's decision may be made to the Parish Council, whose decision shall be final.

No memorial shall be erected unless the consent of the Clerk has been provided in writing and memorials shall conform to the specification notified in the application and approved by the Clerk. Memorials which have not been approved may be removed at the expense of the holder of the Exclusive Right of Burial.