



Memorial Permit Application

A permit is required for all memorial works in a cemetery.

FOR OFFICE USE ONLY

Permit No:

Permit Fee:

Invoice No:

Date Received:

SECTION 1: DETAILS OF GRAVE

Cemetery	Section	Grave Number	Deed of Grant Number (holder)
Frolesworth Road Cemetery			

SECTION 2: DETAILS OF APPLICANT

Full name of applicant:	Ms <input type="checkbox"/>	Miss <input type="checkbox"/>	Mrs <input type="checkbox"/>	Mr <input type="checkbox"/>	Other:
Address:					
Postcode:		Email:			
Telephone:					

DECLARATION BY APPLICANT (Tick as appropriate)

- A. **I AM** the registered owner of the Exclusive Rights of Burial as recorded on the Deed of Grant and hereby apply for a memorial permit to be issued subject to the regulations of Broughton Astley Parish Council
- B. **I AM NOT** the registered owner of the Exclusive Rights of Burial as recorded on the Deed of Grant. I am a relative/other of the person buried in the grave but it is impractical for me to trace the rightful owner and I hereby apply for a memorial permit to be issued to place and maintain, or add an inscription on a memorial on the grave. I further declare that should the rightful owner be traced I agree to remove the memorial at my expense if requested. Please state relationship to the deceased

I understand that I am responsible for the maintenance of the memorial and that the council may take any action they deem necessary should the memorial become unsafe or dilapidated.

Signature:	Date:

SECTION 3: DETAILS OF MEMORIAL MASON

Name of Memorial Mason	
Full address including postcode:	
	Email:
	NAMM/BRAMM Registration Number:

SECTION 4: DETAILS OF MEMORIAL WORKS

1. MEMORIAL PERMIT TYPE (Tick as appropriate)

NEW HEADSTONE (Grave) <input type="checkbox"/>	NEW HEADSTONE (Cremation Plot) <input type="checkbox"/>	<input type="checkbox"/>
NEW STONE TABLET <input type="checkbox"/>	NEW STONE VASE <input type="checkbox"/>	EXISTING MEMORIAL (modification or inscription) <input type="checkbox"/>

2. MEMORIAL DETAILS

Nature of works and materials used

INSCRIPTION

MEMORIAL DRAWING (Please include dimensions and attach drawings or photographs where possible. See Note 4 overleaf to check the maximum dimensions allowable)

Beneficiaries (family members sign to confirm they are happy with the above memorial) if appropriate:

Signed: Signed Signed
 Name: Name: Name

3. MEMORIAL DIMENSIONS

	Height	Width	Depth
MEMORIAL (inc base)			
STYLE			
MATERIAL			
COLOUR			

Broughton Astley Parish Council
 40 Station Road
 Broughton Astley
 Leicestershire
 LE9 6PT

Telephone No. 01455 285655
 Email: admin@broughton-astley.gov.uk

4. MEMORIAL DIMENSIONS

For guidance, memorials must not exceed the following dimensions:

Burial plots

Monuments must be no more than 3 feet (0.9 metres) in height, including the base when fixed. The base must be no more than 3 feet (0.9 metres) by 2 feet (0.6 metres). To enable the ground to settle sufficiently headstones cannot be erected within 7 months of the burial, except in the case of infant burials for which headstones can be erected as soon as approval has been obtained from the Parish Council.

Cremation plots

Memorial tablets:

A flat plaque 18" x 18" square x 2" thick on a 2' x 2' base

A sloping wedge-shaped memorial 18" x 18" x 4" thick at the back 2" at the front on 2' x 2' base

A raised memorial 18" x 18" on a 2' x 2' base, up to a maximum overall height of 20" including the base

Flower containers to be integral within the 18" x 18" memorial with no addition extending the memorial size

5. FEES AND CHARGES FOR HEADSTONES AND MEMORIALS

£120.00	Placement of a headstone on a grave
£120.00	Placement of a memorial vase on a grave
£120.00	Placement of a tablet or other approved monument on a grave
£100.00	Placement of a memorial tablet on a cremation plot
£50.00	Permission for placing an additional inscription on a memorial
£30.00	Permission for placing a plaque on the Memorial Wall

NB Please note that all fees are trebled for non-residents of Broughton Astley