



Kirk Smeaton Parish Council

email: kirksmeatonclerk@gmail.com
Clerk to the Council: K Bowden Tel: 01977 621628

APPLICATION FOR APPROVAL OF MEMORIAL AND/OR INSCRIPTIONS

Section:	Grave No.
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Subject to the Local Authorities Cemeteries Order 1997 or any amendments thereto:

Note: a minimum of 3 months must be given from the date of burial before a memorial can be installed.

Name and address of purchaser _____

Hereby request permission for: (name of Memorial Mason)

Messrs _____ of _____

to: a) Erect a memorial **or b) Inscribe an additional inscription**
(delete where appropriate)

The following section must be signed by the person in whom the right of burial is vested, in no more that one place otherwise it will be unacceptable.

1. Registered Owner as Named on the Grave Permit	Signature
	Address
	Telephone no. Date
2. Executor	Signature
	Address
	Telephone no. Date
3. Next of Kin	Signature
	Address
	Telephone no. Date

FOR OFFICE USE ONLY:

Permit No if applicable _____

Payment already received: Yes/No

Burial Register No. _____

If no - **Payment received:**

Date:..... **Amount: £**



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Sketch of Proposed Memorial

Material proposed _____

Overall Height from ground level	-	Metre
Overall Width	-	Metre
Overall Depth from Headline of grave including base	-	Metre
Thickness of Headstone	-	Metre

Proposed or Additional Inscription (in BLOCK CAPITALS)
(In the case of an additional inscription show present inscription)

Type of Lettering _____



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Memorial Information

1. All stonemasons who carry out work in Kirk Smeaton Cemetery must hold a current registration with BRAMM (British Register of Accredited Memorial Masons) and all work must be carried out in accordance with the NAMM (National Association of Memorial Masons) or BRAMM current Code of Conduct which complies with BS 8415. This ensures that the stonemason is suitably qualified, competent and will always provide high standards of workmanship. Further details of these organisations can be found on their respective websites: www.namm.org.uk and www.bramm-uk.org
2. The overall requirement is that the monument should be sympathetic with and blend into both the cemetery as a whole and where it is situated in particular.
3. All memorials should be made of natural stone, slate, granite or marble.
4. Headstones shall be between 750 to 1200mm in height, 500 to 900mm in width and 75 to 150mm thick (for slate minimum thickness is 38mm).
5. A headstone may stand on a base, provided that such a base is an integral part of the design and does not project more than 100mm beyond the headstone in any direction (except where a receptacle for flowers is provided, in which case this should be flush with the top of the base and may project 200mm in front of the headstone.) Due regard should be paid to the nature of the ground and the problems of settlement. All fixings to be made in accordance with recognised trade standards (recommendations of National Association of Monumental Masons or equivalent) and to BS8415.
6. Kerbs, railings, paving, built-in case containers or chippings are not permitted.
7. Figure statuary, cameos, portraitures or photographs are not permitted.
8. The Christian name(s) and surname of the deceased should be given with an indication of the dates of birth and death. Inscriptions must be simple and reverent and should be incised, or in relief, and may be painted. Plastic or other inserted lettering is not permitted. Additions may be made to an inscription at a later date following a subsequent interment in the same grave or for other suitable reason. However, any such addition must be separately approved and must be in keeping with original.
9. No advertisement or trademark shall be inscribed in a gravestone (the mason's name may be inscribed at the side or reverse with unfilled letters no larger than 20mm in height).
10. **Monuments must not be removed from the Cemetery without permission.**
11. Monuments remain the property of the 'heirs at law' who are responsible for maintaining them.
12. Neither the reservation of a grave space, nor the right of burial nor the erection of a monument, confers any right of ownership upon the relatives of the deceased.
13. All excess material from both grave excavations and memorial installations must be removed from the cemetery.
14. All monuments to be fitted to the NAMM code of Working Practice and all headstones must be erected by using an accredited memorial anchor system.

A copy of the full Cemetery Rules and Regulations can be obtained from the Clerk to the Council.