

WORK MUST NOT START IN THE CEMETERY UNTIL

WRITTEN APPROVAL HAS BEEN RECEIVED

| | |
|---------|--|
| Paid | |
| Receipt | |

DALSTON PARISH COUNCIL

SAINT MICHAELS CHURCH, DALSTON

APPLICATION FOR CONSENT TO ERECT A MEMORIAL OR ADD AN INSCRIPTION

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|--|--------|-------|-----------|
| Applicant | | | |
| Name | | | |
| Address of applicant | | | |
| Telephone number | | | |
| Client | | | |
| Name | | | |
| Address of client | | | |
| Name of Deceased | | | |
| Grave Number | | | |
| Memorial | | | |
| Overall Size | Height | Width | Thickness |
| Description of materials | | | |
| Wording of inscription | | | |
| Colour of wording | | | |
| Sketch of Memorial (or attach drawing or photograph) | | | |
| Additional Inscription | | | |
| Wording | | | |
| Colour of Wording | | | |

I/We, the undersigned, apply for consent to undertake the works specified above to the satisfaction of Dalston Parish Council. (Must be to NAMM standards)

I am/We are authorised by the client named above to make this application.

Signed..... Date.....

Headstones and Memorials

Details of the headstone and inscription must receive Parish Council approval before erection or placement. It should fit in with, not stand out from, existing memorials. In the cremated remains area they should be 60cm by 60cm (2ft by 2 ft) and placed flat on the grave space. In the full body grave area headstones should be at the head of the grave space, upright, no more than a metre (3ft 3 ins) high, 90cm (3ft) wide, on a secure plinth maximum 45cm (1ft 6ins) deep on a secure foundation. Any rose bowls must be fitted into this plinth. Headstones should not be placed on a grave for at least 6 months after burial to allow the ground to settle and reduce any movement. All memorials need the ward, section and space/letter to be inscribed in the bottom left hand corner. The final decision will rest with The Parish Council. Nothing must be added to the memorial subsequently.

Headstones and memorials can only be installed by a Council approved monumental mason to B.S.8415. This means headstones must be fixed to a National Association of Monumental Masons approved foundation and securely fitted in. We do not allow kerbstones, fencing or memorials that are flat or covering the full grave space. Existing memorials do not set a precedent for future memorials.

Lettering should be a discreet colour, not too bright and never fluorescent. Any renewal of lettering should be done by a monumental mason. Plaques and photos are not permitted on headstones and memorials.

The Parish Council will not accept responsibility for any damage to memorials by third parties, subsidence, storm, lightning or other cause. Criminal damage to memorials should be reported to the police. Grave owners may wish to consider taking out insurance cover.

The responsibility for the safety and upkeep, including repairs to any gravestone or memorial, remains solely with the owner(s) of the grave or their successor(s) in title for the duration of the lease period. It is important that the Parish Council is kept updated with contact details. If a safety inspection deems a memorial unsafe, the Parish Council will contact the owner(s) to confirm that they will arrange for the headstone to be repaired and made safe. If this response is not forthcoming, the Parish Council reserves the right to remove, move or lay flat the memorial and charge the owner for so doing.

In exceptional circumstances matters will be discussed and decided at the monthly Parish Council meeting.

Fees

Effective from 1st January 2025 until further notice

Gravestones and Inscriptions

N.B. The erection of a memorial or the addition of an inscription **MUST NOT** proceed until the written consent of the Parish Council has been received.

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| Right to erect headstone & first inscription | £350 |
| Right to place cremated memorial stone and inscription | £350 |
| Subsequent inscription | £215 |
| Replace existing headstone | £215 |

The appropriate fee **must** accompany the application for consent to erect a headstone.

Application forms are available from the Clerk, Dalston Parish Council, Forge Green Office, Riverside, Dalston, CA5 7QG.

Tel: 01228 712766 E-mail: clerk@dalston.org.uk