Lytchett Matravers Parish Council

APPLICATION FOR HEADSTONE/MONUMENT IN ROW PARK CEMETERY, adjacent to St. Mary's Church, Lytchett Matravers.

N.B. This form to be used if the application for a Headstone/Monument was not made at the same time as the Application for Interment.

Name of deceased:_____

Grave No. (if known):_____

Row Park is a lawn cemetery and therefore **no planting, railings or kerbstones** will be permitted. Graves will be made level with the surrounding ground level and no raised graves will be allowed.

Each grave may be marked by a headstone/monument, subject to the following limitations:

a. **A memorial shall only be erected on a grave in respect of which an exclusive right of burial has been purchased**.
b. Construction – the monument shall be of durable stone and no other materials used other than those necessary for inscriptions shall be incorporated.
c. Maximum Dimensions – Height: 900 mm Width: 750 mm. Depth: 100 mm (*plus vase).
   Casket remains – Height: 600 mm. Width: 500 mm. Depth: 100 mm.
d. Manufacturer – The name of the maker may be incised on the back of the monument provided the lettering does not exceed 2 cm. in height and no logo or other commercial information is included.
e. Authorisation – All designs for monuments and for alterations and/or additions thereto, shall be submitted to the Clerk of the Burial Authority with this application and no work shall take place until consent in writing has been obtained.
f. The detail to be included with the application shall include all of the following:
   - **Dimensions of memorial (see c. above) and overall design. A drawing is to be included with dimensions marked on it.**
   - **Materials to be used – including colour and finish. A sample or viewing may be requested.**
   - **Inscription wording and any designs to be engraved.**
   - **If a photograph is to be included, a copy for inspection.**
g. Inappropriate monuments – type & colour of stone and design of memorial shall be in keeping with those already used in the cemetery, and in accordance with the criteria listed in f. above. The Burial Authority shall retain the absolute right to refuse agreement to designs, depictions and/or texts which are deemed by the Authority to be inappropriate. A single photograph of the deceased may be permitted if the size does not exceed 150mm by 100mm.
h. Repairs – All memorials shall be kept in good repair.
i. Vase – a fixed vase may be incorporated in the headstone space *maximum size: 250mm

I _____ (the person entitled to the Exclusive Right of Burial)

of _____ being the _____ (state relationship) of the deceased and the person applying for the headstone. I have read the above and am aware that a memorial may be erected **only** if the grave is purchased, that the erection of a kerb or other method of marking the whole grave space is prohibited, and that the grave will be made level with the surrounding ground.

Fee enclosed:

Signed: _____ **Dated:** _____

Lytchett Matravers Parish Council, Parish Office, Vineyard Close, Lytchett Matravers, Poole, BH16 6DD
mobile 07596 885667

Form revised June 2024, Lytchett Matravers Parish Council

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Stonemasons / Monumental Masons
To be completed and signed by the memorial mason:

I HEREBY UNDERTAKE to carry out the memorial works in accordance with the Conditions detailed above and as per attached sketch. I confirm I am registered with BRAMM, RQMF, Both (please delete those that don't apply)

If not fixing the memorial themselves the memorial mason must give the name of the fixer and their registration details here:

_____

Signed_____ **Dated**_____

Company Name_____

Address_____

This form, when completed, and accompanied by the design to be forwarded to the Parish Clerk by email clerk@lytchettmatraversparishcouncil.gov.uk

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For Office Use Only:

Application approved/rejected : **Reason for rejection (if applicable) :**

_____ _____

Receipt No:

Signed Parish Clerk: **Date :**

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For the Memorial Mason:

Diagram of Memorial showing fixing and dimensions to be drawn below or attached on separate sheet if more space is required:

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