



Hemyock Parish Council

Memorial Application for Hemyock Cemetery

This application is to be completed and signed by the Owner of the Grant of the Exclusive Rights of Burial and the Monumental Mason for every kind of work proposed to be carried out in relation with a memorial at Hemyock Cemetery.

Please note this form constitutes an application only and no works should be undertaken until written permission is granted by Hemyock Parish Council. Hemyock Parish Council will not be responsible for any losses incurred for works to a memorial that were not approved.

Section One: For Owners of Exclusive Rights of Burial

I confirm I am the grave owner(s)*

* please note: if the grave is owned by more than 1 person then all owners will need to sign the form

Name of Deceased	
Grave/Plot No.	
Date Of Burial	
Name and address of the Monumental Mason who will be carrying out the work on your behalf	be permitted to carry out the work as detailed overleaf

- I confirm that I am legally authorised to give permission to the Monumental Mason(s) for him/them to carry out the erection/inscription of the memorial
- I understand that I am responsible for the costs of erecting and maintaining the memorial
- I understand that the memorial remains my property as the registered owner of the holder of the Grant of Exclusive Rights of Burial.
- I am responsible for keeping the memorial in good repair at all times to meet current and any future Health and Safety Regulations or Rules that may be applied.
- I understand that if I fail to do so the memorial may be laid flat/removed without prior notice
- I agree to allow Hemyock Parish Council to authorise random testing of memorials to relevant Health and Safety standards to ensure that I am complying with my obligations as the registered owner of the holder of the Grant of Exclusive Rights of Burial of this grave/plot.
- If the memorial is found to be in an unsafe condition, at any time, I accept that the memorial will be laid flat/removed and that I will be responsible for the cost of removal and renovation/repair cost if I choose to have the memorial reinstated.
- I confirm that I shall comply with the Rules and Regulations issued by Hemyock Parish Council in respect of the memorial (insofar as they apply to me as the owner) and that I shall ensure I am in receipt of the current Rules and Regulations (and all subsequent revisions thereto) which apply and which can be downloaded from Hemyock Parish Council's website: www.hemyock.org or obtained on request from the Clerk.

Your name	
Signed	
Date	
Address including postcode	
Daytime Telephone No.	

Your name	
Signed	
Date	
Address including postcode	
Daytime Telephone No.	

Section Two: To be completed by the Monumental Mason who will be carrying out work, of any kind, on a memorial, or erecting a memorial at Hemyock Cemetery

Description of work: Please tick box as appropriate and provide details

- Additional Inscription
- Repair work
- Erection of Headstone (please list style of memorial e.g. erection of book)
- Placing of Cremation Stone

Description:

Type and colour of stone and details of fittings e.g. granite, NAMM approved anchorage system etc.	
Monumental Vase Yes/No – please delete whichever is not applicable	
Size (in metric) please give full dimensions of proposed memorial	

- I enclose a sketch / photograph of the proposed memorial / inscription
 - Proposed Inscription – to be shown as it will be spaced and located on the memorial
 - Please note - If the lettering is on several sections of the memorial use a numbered reference that corresponds with numbered areas on the sketch / photo of the memorial that must be attached to this application showing all relevant measurements.

I confirm that:

- The memorial will be manufactured and erected to the current minimum National Association of Memorial Mason (NAMM) standards and current NAMM Code of Working Practice and in the case of headstones this will include a NAMM approved anchor system appropriate for the soil conditions in the cemetery.
- All work carried out on the memorial (e.g. removal for additional inscription or other repair work) will meet current minimum NAMM standards and current National Association of Monumental Mason`s Code of Working Practice and in the case of a headstone will include a NAMM approved anchor system appropriate for the soil conditions in the cemetery.
- I/we confirm that I/we have not been barred from working in any other cemetery in the previous two years and should this occur in the future that I/we will inform the Council immediately.
- I/we agree to be responsible for any damage caused to Council property or to surrounding memorials, turf etc. caused by the negligence of myself, my workmen and or/any subcontractor employed by me, and confirm we have appropriate public liability insurance in place.
- I/we agree to remove all unused materials / rubbish and to leave the area in a neat and tidy state.
- I/we agree not to carry out any work on site while a funeral is in progress.
- I/we confirm that we are satisfied from the enquiries I/we made that the applicant is legally authorised to give permission to me/us to erect/inscribe the memorial I/we confirm that the applicant has seen and approved the specifications as detailed in this application.
- I/we have explained to the owner of the Grant of Exclusive Rights of Burial (details overleaf) that the memorial remains their property and that they are responsible for keeping it in good and safe condition to current industry and general Health and Safety standards at all times.
- I/we have advised the owner to consider insuring the memorial against accidental damage and vandalism.
- I/we confirm that the Business is registered with the British Register of Accredited Memorial Masons (BRAMM) or National Association of Memorial Masons (NAMM).
- I/we confirm that the Monumental Mason who carries out the work to erect or re-erect the memorial will hold a fixer`s licence issued by British Register of Accredited Memorial Masons (BRAMM) or National Association of Memorial Masons (NAMM).
- I/we confirm that I/we have public liability insurance for a minimum insured sum of £5,000,000.
- I/we confirm that all work shall conform to statutory requirements and the Council`s Rules and Regulations.
- I/we confirm that the works to the memorial will not be carried out until I/we have received the written consent from Hemyock Parish Council and acknowledge that the written consent and evidence of BRAMM`s or NAMM's fixers licence may need to be produced to an authorised officer of Hemyock Parish Council at any time if so requested.

Signed	
Full Name of Signatory	
Date	
Name & Address of Business	
Business Tel. No	
BRAMM/NAMM Registration No and Expiry Date	
BRAMM/NAMM Fixer Registration N0(s) and Expiry Date(s)	

FEES PAID	
Memorial	£
Additional inscription	£
	TOTAL £

Please complete and return the signed form to:

Donna Evans, Clerk to Hemyock Parish Council, Park Farm, Dunkeswell, Honiton, Devon EX14 4RN. Tel. 01823 680968 Email. hemyockpc@gmail.com