



Hailsham Town Council
Inglenook, Market Street, Hailsham,
East Sussex, BN27 2AE
Tel 01323 841702
Town Clerk – John Harrison

HAILSHAM CEMETERY – APPLICATION FOR PERMISSION TO ERECT A MEMORIAL

Date	
Number of Grave	
Nature of Memorial	
Materials to be used	

INSCRIPTION
DRAWINGS

Application is hereby made for permission to erect the memorial referred to above and shown on the plan, subject to the observance of the Byelaws, Rules & Regulations in force under management and control of the Cemetery.

Owner's Signature*	
*This must be the person owning the Exclusive Right of Burial	
Owner's Address	

On completion this form must be forwarded to the Town Clerk at the above address

MEMORIAL REGULATIONS

Any permission for the erection of a memorial etc will be subject to compliance with the Cemetery regulations

- i) Drawings of every gravestone, monument or grave ornament showing the form and dimensions of every monument proposed to be erected together with a copy of any inscription shall be submitted to the Town Clerk on the forms provided by the Council.
- ii) All questions as to the fitness of any inscription in the consecrated part of the Cemetery being ultimately determinable by the Bishop of the Diocese
- iii) Gravestones and monuments or grave ornaments of Caen, Bath or other soft stone or any artificial materials or substance will not be permitted without the prior consent of the Town Clerk.
- iv) No gravestone/memorial/kerb stone shall be erected by anyone other than an approved stonemason.
- v) A foundation base 3 feet x 2 feet (91cm x 61cm) shall be provided for all headstones to which the headstone shall be securely affixed. All kerbs shall be properly dowelled and cramped into base and footstone. All headstones shall be affixed in accordance with **BS8415 and the National Association of Memorial Masons recommended Code of Practice.**
- vi) All concrete foundations shall be made with Portland Cement and all cement, mortar, and concrete shall be mixed on proper boards and blankets. All foundations shall be four inches wider than the headstones
- vii) The height of a monument shall be measured from the natural level of the highest adjoining ground to the grave space and not from any made up ground within the kerb and shall not exceed 48 inches (1.2 metres) in height.
- viii) Every person who shall intend to erect, alter or add to any memorial or to alter any inscription or cut any fresh inscription thereon shall, before commencing such work, cause to be delivered or sent to the cemetery Superintendent a 24-hour notice in which shall be specified the date on which such work will begin.
- ix) No advertisement shall be put upon any gravestone, monument or grave ornament or on the kerbs of any grave except that the name only of the monumental mason may be inscribed in letters not exceeding ½ inch (13mm) in height.

The Cemetery Superintendent will not permit any memorial other than in accordance with these instructions and the cemetery Regulations more generally.

Gardens or Mounds: A soil bed, turf mound or flower garden shall only be permitted with the prior approval of the Cemetery Superintendent and so long as it is maintained to a satisfactory standard

Memorial Mason's Name		Signature	
Address			