

Application for the installation of a memorial stone in the Garden of Remembrance in the churchyard of Whitburn Parish Church

As agreed by the PCC on 01/10/2017

Endorsed through Faculty by the Chancellor of the Consistory Court of the Diocese of Durham on 23rd January 2018

If it is the intention of any member of the community to apply to place a memorial stone in the churchyard of Whitburn Parish Church, Church Lane Whitburn, the following conditions must be met as stipulated by the PCC and endorsed in law by a faculty of the Consistory Court of the Diocese of Durham.

Any deviation from these conditions might result in the removal of any unlawful stone, edifice or item. Please read the conditions below before you apply.

The reasons for this policy are to ensure that:

- there is a legal record of memorial stones,
- there is adherence to the terms and conditions set by the local authority who have responsibility for the maintenance of the churchyard,
- the stones would not detract from the historical nature, aesthetic or fabric of the churchyard,

The site and confines of the Garden of Remembrance are as outlined in the plan below and is the land adjacent to the South Wall and North Wall of Whitburn Parish churchyard. It avoids areas under existing trees and includes two spaces; one on each wall.

The two areas are demarcated by boundary pegs.

Each area has a series of small plots which have been given a number/letter identity so that records can be maintained of each plot as it is used. This document will be held in the church safe initially until all the plots are used, when it would be deposited with other Parish Records.

The garden is divided into 75cm square plots.

The only acceptable memorial would be a flat ledger stone of yellow sandstone, level with the turf. Underneath these will be a shallow plinth of concrete to hold the ledger stone in place; the edges of the concrete will be covered in a thin layer of soil and will be fitted on site by a stone mason. The cost for this service will be at a pre-arranged rate from the list of recommended monumental stone masons. (see enclosed)

The sandstone blocks will be of 30cm x 30 cm x 5cm in dimension and carved to include the name and dates of the person being remembered in a specified style/font/size.

A copy of the engraving would need to be submitted to the vicar or churchwarden prior to completing the work.

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The Garden of Remembrance is maintained by members of the church Gardening Club on a monthly basis, who accept this responsibility on behalf of the PCC and who will plant flowering bulbs in the Garden. The families will have no need to plant or place any further free-standing wreaths/bouquets or vegetation or add any further memorial items.

The Application Process

The installation of the memorial stones would be completed after an application to the Vicar on the form below. Included on this form is a section which indicates the agreement of the **family or heirs at law** to adhere to the conditions of inclusion in the Garden of Remembrance.

Please note that:

- **The interment of any remains is strictly prohibited.**
- **The addition of any other form of memorial, vases of fresh flowers, plastic flowers and mementos, trees or large shrubs are not allowed.**

A plan of the plots where memorial stones can be placed is kept in the church and will be made available upon request.

A Book of Remembrance is kept and this records the name and dates of the person named on the memorial stone. This is kept in the church and can be made available upon request.

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Request for the installation of a Memorial Stone in the Garden of Remembrance in the churchyard of Whitburn Parish Church

I/We _____ of (address/ tel.No.)
_____ being the relative(s)
/heir(s) at law of _____ (Full name)

request that a memorial stone be placed in the Garden of Remembrance in the Name of:

_____ (Name to be included on the stone)

Born _____

Died _____

I/we have read, understand and agree to the conditions as outlined in the policy set by the PCC of Whitburn Parish Church and certify that I/we have full legal rights to apply for this.

I/we am/are aware that a monumental stonemason ABBEY MEMORIALS must be used to produce and set the stone following agreement with the vicar via the churchwardens.

I/we am/are aware that it is my/our responsibility to meet the cost of the installation directly with the stone mason and that no funds will be due to the Parish Church or the PCC.

I/we am/are aware that should any damage occur or there be a theft of the memorial stone from the Garden of Remembrance, that Whitburn Parish Church, any member of the PCC or the stone mason who installed the stone would not be liable for this in any way.

I/we am/are aware that I/we can visit the churchyard at any time and that I/we am/are welcome to attend any church services.

Signed: _____

Date: _____

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SAMPLE STONE ENGRAVING:

FULL NAME OF DECEASED

28-09-1950 – 21-03-2017

'Forever at Rest'

PLEASE STATE YOUR DESIRED ENGRAVING HERE