



# Bishopstoke Parish Council

David Wheal  
CILCA, BSc (Hons) PGCE  
Clerk to the Parish Council

Bishopstoke Parish Council  
BPC  
PO Box 716  
Eastleigh  
Hampshire  
SO50 0RQ

Mobile: 07368 487464  
Email : clerk@bishopstokepc.org

**Contact for Cemeteries:**

Mr David Wheal, Cemeteries Officer,  
e-mail: [cemeteries@bishopstokepc.org](mailto:cemeteries@bishopstokepc.org)

## **NOTICE OF INTERMENT IN BISHOPSTOKE CEMETERY**

THIS NOTICE to be delivered to the above address, to arrive NORMALLY TWO CLEAR WORKING DAYS before the pre-arranged time for the interment, together with the appropriate fee and the “Registrars Certificate for Disposal”, “Coroner’s Order for Burial” or “Certificate of Cremation”.

**HOURS OF BURIAL:** *All interments shall take place on Mondays to Saturdays between the hours of 0900 and 1530. Interments may be arranged outside of these times at the discretion of the Parish Clerk.*

1. First Name(s) and Surname of Deceased: .....
2. (a) Place where death occurred: .....  
.....  
(b) Last permanent address of Deceased: .....  
.....  
(c) Age of Deceased: ..... Sex: ..... Title.....
3. Occupation: .....  
(If a minor, name and residence of parents): .....  
.....
4. Date of Death: .....20.....
5. Day of Week, date and time of burial: .....day .....20.....  
.....a.m./p.m.
6. Number of Grave Plot: New Grave No: .....Reopen Grave No: .....
7. Full name of person last interred: .....
8. Proposed depth of grave: ..... (double/single/ashes)  
(Minimum depths for burials: double 6 feet 6 inches, single 5 feet)
9. Size of Coffin/ Urn: Length: .....ft.....ins. Breadth:.....ft.....ins Depth:.....ft.....ins.
10. Signature of Funeral Director: .....  
Address: .....  
.....  
Date of Application: .....20.....

Fees paid: Interment fee £..... Exclusive Right of Burial for ... years £..... TOTAL £.....

**THE TWO STATEMENTS OVERLEAF MUST ALSO BE COMPLETED AND SIGNED**

**APPLICATION FOR OWNERSHIP – NEW GRAVE**

I/we wish to purchase the Right of Burial in the aforementioned grave and I/we understand that my/our rights will exist for a period of 30/60 years (*delete as appropriate to fee paid*) and that Bishopstoke Parish Council will have the right to remove any memorial from the grave after this period. I/we understand that a memorial can only be erected upon issue of the necessary permit from Bishopstoke Parish Council. I/we undertake to comply with Bishopstoke Parish Council's regulations regarding items and memorials that can be placed on the grave and I/we agree to notify Bishopstoke Parish Council of any change in my/our address.

I confirm that I understand that Bishopstoke Parish Council will continue to hold my personal details for the purposes of cemetery management. I further confirm that my personal details shown below are correct and that I am aware that I have the right to request to inspect the data held about me at any time. I understand that details concerning the policy on holding personal data (data protection policy) and the retention of that personal data (retention policy) are available on Bishopstoke Parish Council's website or from the Parish Office.

Signed: .....Date.....

Full Name of person(s) to be registered as owner: .....Title.....  
(block letters)

Address: .....Post Code.....

Relationship to the deceased: .....

*Note: The person(s) named above will be registered as the grant owner(s) with the deed being made in their name(s). No memorial may be arranged and no further interment may take place without the signed consent of the grave owner(s).*

**STATEMENT TO BE SIGNED CONCERNING GRAVE ENCLOSURES:**

*Please also sign below to show that you understand Bishopstoke Parish Council's policy concerning grave enclosures.*

Following a change in our regulations only authorised kerbsets will now be allowed for any new interments. Authorised kerbsets are stone memorials installed by a suitably qualified stonemason after a memorial permit has been issued by Bishopstoke Parish Council. Unauthorised enclosures include those made from plastic, metal, wood, any other form of stone not purchased through a stonemason, and any other materials which have been used to enclose all or part of a grave and which have not been installed by a suitably qualified stonemason under a memorial permit. Examples of unauthorised enclosures include wooden fencing, metal railings, chain, and garden stone edging.

**ALL OTHER TYPES OF AN UNAUTHORISED ENCLOSURE WILL BE REMOVED** following notification to the burial grant owner at their last known address. Please sign below to indicate that you have understood and agree to abide by our Cemetery regulations.

I confirm that I understand Bishopstoke Parish Council's policy concerning unauthorised enclosures, and that I agree to abide by Bishopstoke Parish Council's Cemetery regulations. I understand that details concerning the Cemetery regulations are available on Bishopstoke Parish Council's website or from the Parish Office.

Signature of person authorising interment: .....Date.....