



CALLINGTON TOWN CEMETERY

MEMORIAL LICENCE



Terms and Conditions:

This licence is issued by the Town Council to ensure any memorial installed in a council controlled cemetery conforms to public safety requirements. Please ensure your licence is renewed every five years and the Licence Holders details are kept up to date.

1. No Headstones will be permitted on graves unless the ground [Exclusive Rights] has been purchased.
2. Only monuments of the dimensions specified in the general Cemetery rules shall be placed on a grave plot and for the avoidance of doubt, it is specifically confirmed that any such monument, vase or memorial shall only be placed at the head of the plot and in no other position thereon. Photographs of any kind are not permitted.
3. As a standard, only one monument per grave is permitted, however the Council will consider written requests for additional memorials on an individual basis.
4. No work shall be executed in the Burial Ground, nor memorials erected without the written consent, in the form of a licence, from the Town Council. Applications should be submitted to the Town Clerk on the appropriate forms.
- 5. A licence is granted for a total period of 30 years.**
6. The licence **must be renewed every five years**. Please return the original licence to the Town Clerk's office for updating; **it is the applicant's responsibility to ensure that the licence is renewed**. The Town Council reserve the right to repair, reposition or lay down memorials that cause concern.
7. A minimum period of six months should elapse between the burial and erection of a memorial. The grave should be levelled at this time if required. (Not applicable to cremated remains.)
8. The maintenance of all monuments, vases and memorials remains the duty of the Personal Representative or family of the deceased. The Town Council will be responsible for the mowing of all grass within the Cemetery. Defects which require attention will be reported to the family wherever possible. The refurbishment of monuments, etc. and the rectification of subsidence problems do not fall within the scope of the service provided.
9. Relatives are advised to ensure that monumental masons provide an adequate guarantee regarding the stability, durability and safety of the monument.
10. No advertisement or trademark may be inscribed on the face of a gravestone. The mason's name may be inscribed at the side or on the reverse in unleaded letters, no larger than 13 mm (half inch) in height. Monumental masons are requested to cut the plot number into the back of any monument or vase. Any temporary marker should be removed from the plot upon erection of the monument.

Applications for memorials are usually made through your funeral director or a monumental mason.



CALLINGTON TOWN COUNCIL



LICENCE FOR A MEMORIAL AT CALLINGTON TOWN CEMETERY

Mr/Mrs/Ms

Of

Is hereby granted permission to place a monument on *B/C/NS/NG Plot No. for a period of 30 years. This grant remains valid, subject to it being renewed every 5 years. (*Delete where necessary).

The licence must be renewed on

Renewal due	Year	Date renewed	Signature
1 April	2029		
1 April	2034		
1 April	2039		
1 April	2044		
1 April	2049		
1 April	2054		

Please return this certificate to The Town Clerk’s Office, The Town Hall, New Road, Callington, PL17 7BD for updating and signature.

Failure to renew the licence by the 30th September of the relevant year will result in the ownership of the memorial reverting to Callington Town Council.

Signed Date Assistant Town Clerk