



Wandsworth Council
Environment and Community Services

* **MORDEN
BATTERSEA RISE
WANDSWORTH
PUTNEY VALE
PUTNEY LOWER COMMON**

CEMETERY

* Delete as necessary

Grave No. Class Block (..... deceased)

FOR OFFICE USE ONLY

Slip No
 Fee received.....
 Volpage.....
 Last Reg. No.
 Examined B.E.....
 Date permit sent
 Date work completed.....
 Entered P.G. Reg. B.E.....

Application for approval of monumental work

A design of the proposed memorial, showing dimensions, must here be sketched or attached

Material.....
 Overall heightWidth
 Length (or depth, back to front).....
 Landing/Foundation made by.....
 LengthWidth Thickness

Proposed inscription or other work:-

IMPORTANT: NO MEMORIAL TO BE ERECTED UNTIL 12 MONTHS AFTER BURIAL ON TRADITIONAL GRAVES

See over for Regulations and Fees

Signature of Owner of the Grave:-

Full Name
(Block letters)

If the owner is deceased, **the Ownership must be transferred.**

Address

Tel No.

Name and address of monumental mason, to whom permit is to be sent:-

Tel.No.

This application should be sent by the Monumental Mason, accompanied by the prescribed fee (see back) to the Registrar, Central Booking Office, Putney Vale Cemetery, Stag Lane, Putney, London SW15 3DZ. On approval the Monumental Mason will be notified. Work must **NOT** be commenced until notification has been received.

APPLICATION FOR APPROVAL OF MONUMENTAL WORK

I have to inform you that there is no objection to the

NEW MEMORIAL

ADDITIONAL INSCRIPTION

OTHER WORK

as shown on your application subject to the council's regulations. Please note in particular Regulation 55 on the back of this permit, which must be produced before work is commenced.

REGISTRAR

Date Completed

Cemetery

No.

Date

Grave No.ClassBlock

Name

To

PLEASE RETURN TO CEMETERIES OFFICE

BATTERSEA RISE, MORDEN, PUTNEY LOWER COMMON, PUTNEY VALE AND WANDSWORTH CEMETERIES

REGULATIONS (Extracted from Full Regulations)

41. The right to erect monuments or memorials on a Public or Common grave is at the sole discretion of the Council. At the expiration of the period of any such right or any extension of such period the Council may move to another place in the Cemetery or remove for destruction any such monument or memorial.

42. Application for permission to erect a memorial or to carry out any work on an existing memorial must be made to the Registrar on the form issued by the Council and must be accompanied by the appropriate fee. In the case of a private grave, the application must be signed by the owner (or the personal representative of a deceased owner). When the application is approved a permit will be sent to the monumental mason and no work may be commenced at the Cemetery before such permit is produced to the Registrar.

43. No monumental mason or other person or firm will be permitted to execute any work in a Cemetery before a form of indemnity against all claims, costs or losses which the Council may suffer arising out of such work has been deposited with the Registrar.

44. Monumental Masons who wish to be considered for inclusion on the Council's approved list will be required to complete a questionnaire giving details of Employers Liability Insurance and Public Liability Insurance held by them. This is to cover any accident resulting from poor workmanship and ensure that properly qualified craftsmen carry out work.

45. The use of landings, kerbs, flat stones, chippings, paving, rockery, and edging materials is prohibited on Lawn Sections in the Cemetery.

46. Where permitted, kerbs and flatstones must be securely fixed on solid landings, and kerbs, flatstones and landings must be of the following sizes:-

- (a) Full Memorials not to exceed 7' (2100mm) in length 3' (900mm) in width on OAÓ Class graves and 6'6" (1950mm) in length and 2'6" (750mm) in width on all others. Frame landings are not permitted.
- (b) Cemetery Lawn Sections – Headstones not to exceed 3' (900mm) in height, 2'6" (750mm) in width and 1' (300mm) in depth. Except with the specific written approval of the Registrar, whose deciding criteria will be the safety and amenity of others, no memorial shall exceed 5' (1500mm) in height. No memorials on a common or public grave shall exceed 2'6" (750mm) in height, 1'6" (450mm) in width and 1' (300mm) in depth. Height measured from natural ground level.

47. All joints must be properly cemented and cramped, joggled or dowelled. Cramps or dowels for this purpose must be of solid copper, stainless steel, or heavily galvanised steel, and not less than three eighths of an inch in diameter. There must be at least one dowel for each dowelled joint. Kerbs must be dowelled to landing. The position of dowels must be shown on sketch/drawing on permit application.

48. No material used in the construction of a memorial shall be less than 2" (50mm) in thickness.

49. Only natural quarried stone memorials, (excluding Bath stone, Caen stone or other soft stone) may be erected. Ironwork, alloys, woodwork, pottery, plastic, glass or fibreglass or reconstructed stone apart from approved concrete foundations are not permitted unless prior written approval has been given by the Registrar. (Small temporary wooden crosses not exceeding 2'6" (750mm) in height are accepted for the period between the date of burial and the installation of a permanent memorial). The Council reserves the right to remove anything placed on or around a grave without authority.

50. Flowers and wreaths may be placed on graves and memorials. The Registrar reserves the right to remove any flowers, wreaths, vases or other articles or items of memorialisation/decoration which are considered dangerous or unsightly.

51. The grave number and section must be clearly inscribed on all memorials.

52. Memorials must be prepared for fixing before being delivered to the Cemetery. Work or deliveries of memorials, materials etc. will only be permitted on Mondays to Fridays, excluding public holidays between 8am and 4pm. Workmen must provide their own tackle, tools and materials. The work when begun must be proceeded with expeditiously. The Registrar is empowered to prohibit work if in his opinion any circumstances, such as inclement weather, necessitate this.

53. Any memorial placed on a grave in which a further interment is to take place, shall be removed by and at the expense of the owner of the grave or the person giving the order for the further interment, and shall be re-erected or replaced by and at the expense of such owner or person as soon as practicable after the further interment. Any such memorial if unnumbered shall have the number of the grave space engraved thereon before the re-erection takes place.

54. The Council reserve to itself the right of passage over all graves and the right temporarily to cover or remove, without notice, the memorial upon any grave in order to permit the re-opening of another grave in the vicinity of that grave or for any other purpose.

55. The Council accepts no responsibility for damage to a grave or to anything (including any kind of memorial) on a grave, and reserves the right to remove any memorial of whatever kind which has become dilapidated, unsightly or unsafe.

56. The Council accepts no responsibility for graves which may sink after completion of turfing or moulding.

57. The Council reserves the right to remove any tree, shrub or other plant from a grave where it deems such removal to be necessary.

58. No flowers, shrubs, plants or trees of any kind, or wreaths, vases or flower holders may be taken out of the Cemetery without the permission of the Registrar.

59. The receipt of demand by any employee, agent or sub-contractor of the Council of any gratuity or unauthorised charge is strictly forbidden.



MEMORIALS, ALL CEMETERIES

Note: where a memorial consisting of a vase, book, headstone or plaque is added to an existing memorial, each will be charged at the current rate for a headstone.

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FEES For permit to:	Cost
(A) Erect a headstone on a cremated remains grave.	148.00
(B) Erect a monument consisting of a headstone and/or vase, within the permitted dimensions.	149.50
(C) Additional work to an existing memorial to include one or all of the following (additional inscription, chippings, pavings, cleaning and adjustments etc)	59.50
(D) Full memorials, (where permitted) consisting of a (1) headstone & kerb set, (2) ledger type, (3) flatstone	370.50