

ASHOVER PARISH COUNCIL

Clerk to the Burial Board, The Sports Pavilion, Milken Lane, Ashover, Chesterfield S45 0BA
Telephone: (01246) 863018 E-Mail: parishclerk@ashover-pc.gov.uk

REQUEST TO ERECT A HEADSTONE OR ADD ADDITIONAL INSCRIPTIONS

Please complete the following request form and return it to the above address

Name of Applicant

Address

..... Telephone no.

I agree that I have read and understand Ashover Parish Council's Privacy Notice (see page 2 of this form). I agree by signing below that the Council may process my personal information for statutory purposes, providing information and corresponding with me. I have the right to request modification on the information that you keep on record.

Signed:

Name of Deceased

Last Address of Deceased

Name of Monumental Mason

Address

Telephone no.

Location of Grave (if known) section plot number

Where the location of the grave is not known, please contact the Burial Clerk.

DESCRIPTION OF MEMORIAL AND/OR INSCRIPTION - This should include size, colour, type & finish of materials to be used. **NB: All Memorial installations MUST comply with BS8415**

NB: No kerbstone sets or fencing of any type around the perimeter of the grave space is permitted.

SIGNATURE DATE

Headstones, Slabs, Vases and Plaques

To be applied to an existing grave where no monument exists and prior to all inclusive fees having been charged (01.08.1999)

1. For the right to erect a headstone not exceeding one metre (3ft 3ins) in height & 76cms (2ft 6ins) in width above ground:-
 - (a) for anyone who at the time of death was a rate payer to and living in the Parish of Ashover £100.00
 - (b) for any other person who so ever £100.00
2. For the right to place an inscribed vase not exceeding 20cms (8ins) square by 30cms (12 ins) high, a commemorative slab 60cms x 60cms (2ft by 2ft) on a cremation plot or a plaque on the Commemorative Bank.
 - (a) for anyone who at the time of death was a rate payer to and living in the Parish of Ashover £100.00
 - (b) for any other person whosoever £100.00

Cheques should be made payable to 'Ashover Parish Council' or payment online: Unity Trust Bank

Account name Ashover Parish Council Sort Code 60-83-01 Account No. 20394369 reference with Monumental Mason's name.

For Official Use only

Date of Approval Fees Paid Receipt No. Records Noted

ASHOVER PARISH COUNCIL

www.ashover-pc.gov.uk

PARISH CLERK The Sports Pavilion Milken Lane Ashover CHESTERFIELD S45 0BA

TEL: (01246) 863018 E-mail: parishclerk@ashover-pc.gov.uk

Cemetery Privacy Notice

Purchase of Exclusive Rights Privacy Notice

When you purchase the Exclusive Right to a single or joint cemetery plot:-

The information you provide (personal information such as name, address, email address, phone number) will be processed and stored so that it is possible to contact you and to respond to your correspondence, provide information, send invoices and receipts relating to your burial plot/s. Your personal information will not be shared with any third party without your prior consent.

The Councils Right to Process Information

GDPR Article 6 (1) (a) (b) and (c) (Data Protection Act)

Processing is with consent of the data subject

or

Processing is necessary for compliance with a legal obligation

or

Processing is necessary for the performance of a contract with the data subject or to take steps to enter into a contract

Information Security

Ashover Parish Council cares to ensure the security of personal data. We make sure that your information is protected from unauthorised access, loss, manipulation, falsification, destruction or unauthorised disclosure. This is done through appropriate technical measures and relevant policies. We will only keep your data for the purpose it was collected for and only for as long as is necessary. After which it will be deleted.

Your Rights

Access to Information

You have the right to request access to the information we have on you. You can do this by contacting our Data Information Officer: parishclerk@ashover-pc.gov.uk

Information Correction

If you believe that the information we have about you is incorrect, you may contact us so that we can update it and keep your data accurate. Please contact: parishclerk@ashover-pc.gov.uk

Information Deletion

If you wish Ashover Parish Council to delete the information about you, please contact: parishclerk@ashover-pc.gov.uk

Please note:

Ashover Parish Council has a legal obligation to retain the personal details of owners of Exclusive Rights and Registrar consent for burial. This also includes cemetery information detailing the names of those buried or to be buried in the future within its burial grounds.

Right to Object

If you believe that your data is not being processed for the purpose it has been collected for, you may object: Please contact: parishclerk@ashover-pc.gov.uk

Rights Related to Automated Decision Making and Profiling

Ashover Parish Council does not use automated decision making or profiling of personal data.

To Sum Up

In accordance with the law, we only collect a limited amount of information about you that is necessary for correspondence, information and service provision. We do not use profiling, we do not sell or pass your data to third parties. We do not use your data for purposes other than those specified. We make sure your data is stored securely. We delete all information deemed to be no longer necessary. We constantly review our Privacy Policies to keep it up to date in protecting your data.

Complaints

If you have a complaint regarding the way your personal data has been processed you may make a complaint to Ashover Parish Council Data Information Officer: parishclerk@ashover-pc.gov.uk and the Information Commissioners Office casework@ico.org.uk Tel: 0303 123 1113