


 The Council Offices
Kingsbury Square
Wilton SP2 0BA

 01722 742093

 [Email the clerk](#)

 [Wilton TC Website](#)

Shaftesbury Road Cemetery



Application to Purchase an Exclusive Right of Burial (If more than one plot is required, please complete a separate form for each plot)

This form is to be delivered to the above address. An invoice will be generated for the appropriate fee and no rights shall be granted until payment is received.

Please ensure you have read the Cemetery Regulations and Terms and Conditions.

SECTION ONE: APPLICANTS

Applicant One

FULL NAME

ADDRESS

POSTCODE

TELEPHONE

EMAIL

Applicant Two

FULL NAME

ADDRESS

POSTCODE

TELEPHONE

EMAIL

Applicant Three

FULL NAME

ADDRESS

POSTCODE

TELEPHONE

EMAIL

SECTION TWO: GRAVE DETAILS

Plot Depth

Single Interment

(Office Use Only)

Double Interment

Assigned Plot:

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SECTION THREE: INVOICING

Applicant(s)

Below Funeral Director

FUNERAL DIRECTOR

ADDRESS

TELEPHONE

EMAIL

SECTION FOUR: ACCEPTANCE OF TERMS

I/we, the persons named in Section One, wish to purchase the exclusive rights of burial for a period of 50 years. I/we agree to be bound by the Cemetery Regulations and the Terms and Conditions of sale.

NAME

SIGNATURE

DATE

Terms and Conditions of Sale of Exclusive Right of Burial

1. The cemetery and each grave space within are the property of Wilton Town Council. Ownership of the ground does not, at any time, pass from the control of the council.
2. The exclusive right of burial is purchased for a period not exceeding 50 years.
3. The council will issue a formal Deed of Grant of Exclusive Right of Burial for each plot and this together with the Cemetery Regulations and these Terms shall form the contract between the council and purchaser.
4. The Exclusive Right of Burial entitles the registered holder(s) to:
 - a. Be buried in the grave or plot (subject to space being available)
 - b. Authorise burials in the grave or plot (subject to space being available)
 - c. Apply for permission to erect a memorial (subject to completion of the Memorial Application Form)
 - d. Apply for an additional inscription to the memorial (subject to completion of the Memorial Application Form).
5. No burial may take place within a grave and no memorial may be erected upon a grave without the written consent of the registered owner of the Exclusive Right of Burial of that grave.
 - a. Each registered owner of the Exclusive Right of Burial may be buried in the grave without the consent of the other registered owner (subject to space being available)
 - b. The consent of all registered owners will be required to enable a memorial to be erected on the grave or to permit the burial in the grave of any other person.
6. Approval will only be given for a headstone on each standard grave – no kerbs or any other form of memorial (except a temporary wooden cross) will be approved.
7. The ownership of the Exclusive Right of Burial may be transferred during the owners' lifetime or after death. This is subject to registration with the council, the endorsement of the deed of grant and payment of the appropriate transfer fee.
8. Possession of the Deed of Grant of Exclusive Right of Burial in itself does not prove ownership of the exclusive rights. The ownership of the Exclusive Right of Burial belongs to the purchaser as registered with the council at the time of the sale of the right or following the registered transfer of ownership.
9. It is the responsibility of the owner of the Exclusive Right of Burial to inform the council of any change of address or their intention to transfer ownership of the right.

For office use only:

Guidance Notes Data Sharing Checklist – systematic data sharing

Scenario: You want to enter into an agreement to share personal data on an ongoing basis is this form relevant and the sharing justified? Read the below:

Key points to consider:

What is the sharing meant to achieve?

Have you assessed the potential benefits and risks to individuals and/or society of sharing or not sharing?

- Is the sharing proportionate to the issue you are addressing?
- Could the objective be achieved without sharing personal data?

Do you have the power to share?

Key points to consider:

- The type of organisation you work for.
- Any relevant functions or powers of your organisation.
- The nature of the information you have been asked to share (for example was it given in confidence?).
- Any legal obligation to share information (for example a statutory requirement or a court order).

If you decide to share

It is good practice to have a data sharing agreement in place.

As well as considering the key points above, your data sharing agreement should cover the following issues:

- What information needs to be shared?
- The organisations that will be involved.
- What you need to tell people about the data sharing and how you will communicate that information.
- Measures to ensure adequate security is in place to protect the data.
- What arrangements need to be in place to provide individuals with access to their personal data if they request it?
- Agreed common retention periods for the data.
- Processes to ensure secure deletion takes place.

Date Data received	Date consent received and approved for data to be held	Data received as Phone, email, hard copy or other	Data approved to be shared with the below	Removal of consent received	Date data disposed of and method of disposal actioned