


 The Council Offices
Kingsbury Square
Wilton SP2 0BA

 01722 742093

 [Email the clerk](#)

 [Wilton TC Website](#)

Shaftesbury Road Cemetery



Application for Memorials

(If more than one plot is required, please complete a separate form for each plot)

APPLICATION TYPE	New Memorial	<input type="checkbox"/>	Additional Inscription	<input type="checkbox"/>
	Replacement	<input type="checkbox"/>	Maintenance	<input type="checkbox"/>

SECTION ONE: TO BE COMPLETED BY THE GRAVE OWNER

I/We, the undersigned, being the person(s) entitled to the Exclusive Right of Burial for grave number [] in the Shaftesbury Road Cemetery, Wilton, apply for permission for the work to be carried out as detailed below on the aforementioned grave and in accordance with the council's Cemetery Regulations.

If required by the council I will produce the Burial Grant as evidence of ownership of the Exclusive Right of Burial.

FULL NAME (print)

ADDRESS

SIGNATURE

DATE

This form must be signed by both/all registered owners, where applicable.

SECTION TWO: TO BE COMPLETED BY THE CONTRACTOR

I hereby apply to carry out the work as detailed below and in accordance with the Council's Cemetery Regulations. I confirm that the business is licensed with the Wilton Town Council Memorial Mason Scheme and that all works will comply with the Wilton Town Council Cemetery Regulations in compliance with the registration scheme.

NAME OF CONTRACTOR

BUSINESS ADDRESS

CONTACT TELEPHONE

BRAMM / NAMM FIXER NO. & EXPIRY

For the fixer undertaking the works.

SIGNATURE AND DATE

DETAILED DRAWING SHOWING DIMENSIONS AND TYPE OF MATERIAL:

Drawings can be submitted on additional sheets.

PROPOSED COLOUR & MATERIAL

TYPE OF GROUND ANCHOR SYSTEM

FULL NAME(S) OF DECEASED

PROPOSED INSCRIPTION(S) OR DETAIL OF OTHER WORK:

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