MARHAMCHURCH PARISH COUNCIL

Memorial Plaque Policy

All applications for memorial plaques should be directed to the Clerk /Cemetery Management Officer and be signed by the applicant.

All Memorial Plaques will be aluminium, maximum size of 150mm x 100mm, of no more than 30 words / and or a photo image.

All wording for the Memorial Plaque will need to be approved by the Cemetery Management Officer.

The Parish Council reserves the right to remove any plaques, which are, in the view of the Parish Council, no longer fit for purpose through age or damage. The Parish Council or its officers shall be the final arbiters of such a decision to remove any item.

The Parish Council accepts no liability for damage to any plaque from vandals or third parties or whilst the Parish Council carries out ground works in proximity to the plaque.

The Parish Council accepts no replacement liability for the plaque at the end of its life and will dispose of any such item, where possible returning the plaque to the applicant. Any replacement will be the responsibility of the original applicant.

Policy Adopted 18/06/2024 | Ref Mins: 6.24/174

Memorial Application Form:

Please complete the Application form and send it to the Clerk of Marhamchurch Parish Council, for consideration.

a. Your Details:

Name: _____

Address: _____

_____

Telephone Number: _____

Email address: _____

b. Your request:

Please confirm the name you wish to be on the plaque and please Print (in capital Letters) the full inscription, line by line below.

I agree to pay the full sum of the plaque and installation.

I understand that the PC will endeavour (without guarantee) to maintain the plaque, the state of the plaque will be periodically checked and if found to be unsatisfactory may be removed. I will be offered the opportunity to replace the plaque at that time if I wish if the Council has my contact details.

I also understand that the PC cannot be held liable for theft and/or vandalism.

Signed: _____

Dated: _____

Signed for the Parish Council: _____

Dated: _____

Please submit to: clerk@marhamchurch-pc.gov.uk