

## **Ixworth & Ixworth Thorpe Parish Council**

Claire Usher  
Clerk to the Council

Phone – 07881 724924

Email – [clerk@ixworthparishcouncil.gov.uk](mailto:clerk@ixworthparishcouncil.gov.uk)



IXWORTH & IXWORTH THORPE  
PARISH COUNCIL

### **Notice of Interment**

It is essential that Funeral Directors contact Ixworth & Ixworth Thorpe Parish Council as early as possible (at least 7 clear working days, where possible) to book an interment in Ixworth Cemetery.

The form must be completed fully and accompanied by the certificate for disposal. If an Exclusive Right of Burial has been previously purchased, any relevant Grave Deed reference, Form of Indemnity or Statutory Declaration must also be provided.

The form must be accompanied by the Certificate for Disposal. If not available at time of booking it must be received before the day of interment.

This form must be delivered to the Clerk no later than two working days before the interment is due to take place (working days do not include Saturdays, Sundays and Bank holidays).

Ixworth & Ixworth Thorpe Parish Council will not be responsible for any misunderstanding regarding to orders or instructions given by telephone unless immediately confirmed in writing or email. A table of current fees and charges is available from the Clerk.

Please read the form carefully and ensure all information is correct before signing. Where arrangements are for the interment of cremated remains, please write C/R prior to entering the name of deceased.

A full copy of the rules of the Cemetery are available from the Clerk. It is advised that a minimum period of 6 months passes between the interment and the fixing of a headstone.

A further application is required for installation of a headstone.

Please note floral tributes will be removed from graves when the flowers have died unless the Council are advised in writing that the family wish to arrange for their removal.

Claire Usher  
Clerk to the Parish Council

**DETAILS OF DECEASED**

Name in full: Mr / Mrs / Miss	
Address	
Trade or profession	
Age	
Sex	
Marital status	
Date of death/deaths	
Place of death/deaths	

**DETAILS OF INTERMENT**

Day of interment	
Date of interment	
Time of interment	
Will relatives be present?	

**DETAILS OF SERVICE**

Denomination	
Name of Minister	
Location of service	

**TYPE OF GRAVE**

	<b>Please Tick</b>
Re-Open	
Pre-Purchased	
New	

**DETAILS OF EXISTING GRAVE** (If applicable)

Please note, if the owner has previously died, the ownership must be legally transferred prior to the interment taking place

Row & Grave number	
Deed reference (if known)	
Name of registered owner	
Address	
Telephone number	
E-mail address	
Name of mason to remove memorial (if needed)	
Signature of owner or representative	

**DETAILS OF NEW GRAVE**

Grant of Exclusive Right of Burial in the Ixworth Cemetery is for a period of 50 years from the date of burial or the date of Exclusive Right of Burial if grave had been pre-purchased (whichever if first)	Row	
	Grave number	
	Depth	
<b>New Grave requirements</b>	PLEASE TICK	
Lawn Grave		
Cremated Remains Plot		

Full name of proposed grave owner	
Address	
Telephone number	
E-mail address	

I hereby agree to abide by the Ixworth Cemetery rules and regulations, details of which have been provided to me. I understand that I may not plant the grave or erect fencing, kerbs or place any objects on or around the turfed area of the grave. I understand that if I wish to erect a memorial on the above grave space, this must be granted permission by the Parish Council and that once erected I will be wholly responsible for its maintenance and safety.	
Signature	
Relationship to deceased	
Signature of funeral director who is responsible for the completion of this form	
Name and address of funeral director	
Telephone number	
E-mail address	
Notes:	

Please return the completed form to the Parish Clerk at [clerk@ixworthparishcouncil.gov.uk](mailto:clerk@ixworthparishcouncil.gov.uk)

Once the above form, relevant payment and any other documentation required has been received by the Clerk a Permission for Burial will be issued.

Please contact the Parish Clerk on the above contact details if you have any queries.