CHW Churches
St Thomas's, St Michael's and St Andrew's
Colnbrook, Horton and Wraysbury
Office@CHWChurches.org
07543 539569

St Thomas's Colnbrook, St Michael's Horton and St Andrew's Wraysbury

THE CHURCH OF ENGLAND AND DIOCESE OF OXFORD

To be completed by the stonemasons and sent to the church admin team

APPLICATION FOR PERMISSION TO ERECT A MONUMENT OR GRAVESTONE IN A CHURCHYARD

To the Incumbent of: St Andrew's Wraysbury, St Michael's Horton and St Thomas's Colnbrook
CHW Churches Vicarage, 55 Welley Road, Wraysbury TW19 5ER,

NB Please do not allow works to start on the stone until you have received our written consent.

I/We apply for permission to erect or make alterations to a monument or gravestone in accordance with the design and particulars, including the inscription, submitted herewith.			
I am applying for permission for (delete as applicable)	St Andrew's Wraysbury	St Thomas's Colnbrook	St Michael's Horton
GRAVE OF:			
LOCATION: (**please provide at least 2 of the following:** What3Words location; photos; Google maps with location marked; description of location and names on the grave and others nearby)			
I am applying for	A: A new stone for a recent full grave		
	B: An additional inscription on a full gravestone		
	C: A new stone for a recent burial of ashes		
	D: an additional inscription for a burial of ashes stone		
	E: Other (please explain)		
• For options A and C please include a photo of the location			
• For options B and D please include a photo of the current stone			
• For option E please give full details			

PARTICULARS OF MONUMENT OR GRAVESTONE PROPOSED:-(Drawing or photo of design to also be submitted.)

DETAILS OF FORM OF MEMORIAL:			
TYPE AND COLOUR OF MATERIAL: Our preference is for these types of stones: If you are choosing one of these, please indicate which one	Karin pale granite	Limestone	Nabresina
	Portland stone	York stone	
If you want another type of stone please give full details so it can be submitted to the ArchDeacon for consideration. There may be some delay.			
DESIGN:			

DIMENSIONS*: ● LENGTH (back to front horizontally):	Please click here for maximum permitted dimensions of a Headstone
● HEIGHT: (top to bottom vertically)	
● WIDTH: (left to right horizontally)	
● THICKNESS: (thickness of headstone if applicable)	
*An ashes plaque should be no more than 18x18x2 and should lay flat, slightly embedded in the ground.	
INSCRIPTION:	
STYLE AND COLOUR OF LETTERING:	
Memorial Masons or Agents:	Address:
	Telephone No.
Mason's customer:	
Relationship of customer to the deceased:	
Customer's Name	
Customer's Address	
Customer's Phone Number	
Mason's Signature	
Date:	

Specific regulations for St Michael's Horton:

Please be aware that no member of Horton PCC has the authority to make decisions regarding requests for memorials in the churchyard. We can guide you to the literature explaining the rules* and can comment, from experience, on the probable likelihood of an application being approved, but we do not decide in any situations.
(* There may be some slight relaxing of the rules relating to the "Design" section, but that is dependent on the Associate ArchDeacon assessing the application and cannot be assumed).

Please note that any consent is to the dimensions specified - this means that no extra marble may be subsequently added to increase the size, and that all pots and other additions must be **on** the grave not around the outside. This is to preserve the very few remaining burial spaces in the churchyard.

Fees should be submitted to the relevant church (see below), and confirmation of the payment sent to Office@CHWChurches.org. We will let you know our decision as soon as possible. Please feel free to submit additional information. Current Fees schedule is available on the church Of England Life Events fees website:
https://www.churchofengland.org/resources/clergy-resources/life-events-parochial-fees-and-guidance

Fees should be submitted by cheque, or by BACS to the appropriate church (and an email sent notifying the admin team that the payment has been made)

St Andrew's, Wraysbury: Wraysbury Parochial Church Council Sort Code 20-81-11, Account 40989746

St Michael's, Horton: Horton Parochial Church Council Sort code 40-42-08, account 00446157

St Thomas's, Colnbrook: St Thomas Church Parochial Church Council Sort code 40-52-40 account 00034345

Please do not start any works until the application has been considered, and please only carry out works that have been approved.

The Stonemason's signature on this form, or this form being received from the stonemason's official email account is considered to indicate that they have discussed the above conditions with the customer and they have been accepted