



PRIVATE BURIALS FORM

(To be used in conjunction with the interment form)

Applicant/Contact:		
Applicant/Contact address:		
Contact number:		
Contact email:		
Has the grave space previously been purchased?	YES	NO
<i>If yes, please state the grave reference:</i>		
<i>If no, please attach an Exclusive Right of Burial application form (Additional charges will apply)</i>		
Type of grave required:	CREMATED REMAINS*	FULL BURIAL*
*Is the casket/coffin within the permitted dimensions: If NO please contact Didcot Town Council	YES	NO
Name of deceased:		
Date of Interment:		
Arrival Time:		Departure time:
Expected attendance:		
Do you wish to fill in the grave yourself?	YES	NO
<i>If yes:</i>		
Sprinkling		
Part-filled		
Fully filled <i>(Please note, Didcot Town Council will need to legally finish the burial)</i>		
Would you like Didcot Town Council to provide a spade?	YES	YES

Please note that private burials attract a fee. Please contact the Town Council for the current fees, or visit:

<https://www.didcot.gov.uk/uploads/annual-charges-2021-2022.pdf>

TERMS AND CONDITIONS

Safety Considerations

- a. Be aware that the ground is uneven and can at times be slippery, and to be responsible for ensuring funeral attendees are aware and prepared for this
- b. A maximum of 40 people may attend a burial in a new grave, and 20 in an existing grave
- c. No more than six people may backfill the grave at any one time
- d. No more than six people may be within 1.5m of the graveside at any one time
- e. For a full burial it is advised to have at least six pall bearers and to consider bearing the coffin at waist height, rather than shoulder height
- f. To use equipment provided by the grave digger to lower the coffin into the grave (cremated remains can be lowered using a ribbon, provided by the Town Council)
- g. To speak to the Outdoor Services Manager for advice on safe lowering of a coffin

Other

- h. Didcot Town Council will arrange the grave digger for a coffin burial, to be paid by the burial contact.
- i. Only a NAMM/BRAMM registered stone mason will be employed by the burial contact, to erect a memorial

DECLARATION

I, the undersigned, agree to

- i) Abide by the safety considerations specified above
- ii) Be responsible for any accidents or damage taking place during the burial apart from those arising from negligence on the part of the Town Council
- iii) Abide by the rules for private burials as set out by Didcot Town Council.
- iv) Attach the current Private Burial fee to this application

Signature: _____

Date: _____

PRIVACY NOTICE
Kynaston Road Cemetery

Didcot Town Council is the Data Controller under the new data protection law and will use the information you provide on this form to process your application to purchase a grave space.

The legal basis for processing this data is to enable the Council to process this contract. Our contact details for any queries is Didcot Town Council Offices, Britwell Road, Didcot, Oxfordshire, OX11 7HN.

In addition to enabling the Town Council to maintain the burial records we will retain this data to contact you if required on matters relating to the management and safety of the Cemetery. If you consent to us contacting you, please tick the boxes below.

We will not normally share your information with organisations other than our partner organisations without your consent. However, there may be certain circumstances where we would share without consent such as where we are required to do so by law, to safeguard public safety, and in risk of harm or emergency situations. Any information which is shared will only be shared on a need to know basis, with appropriate individuals. Only the minimum information for the purpose will be shared.

Legally required data will be retained indefinitely for legal and archive purposes and, if ownership of the grave space is transferred to another person, for a period of six years for contract purposes.

Data held by consent will be retained indefinitely for legal, management and contract purposes or until a request is received to delete it.

Individuals have a number of rights under data protection law, including the right to request their information. You also have a right to make a complaint about our handling of your personal data to the Information Commissioner's Office <https://ico.org.uk/>

Information you provide will only be used for the stated purpose. Further information about the processing of your data can be found on our website at <https://www.didcot.gov.uk/local-council-privacy-and-cookie.html>

Please confirm your consent below. You can grant consent to any or all of the purposes listed. You can change your consent at any time.

KEEPING IN TOUCH

- Yes please, I would like to receive communications by email.
- Yes please, I would like to receive communications by telephone.
- Yes please, I would like to receive communications by mobile phone including text message.
- Yes please, I would like to receive communications by post.