

# Notice of Interment – Thatcham Town Council

**THATCHAM TOWN COUNCIL** being the Burial Authority having the management of the Burial Ground provided for the Parish of Thatcham. This notice is to be delivered between 10am and 3pm to the office of the above named burial authority at least two days previous to the interment, in every case exclusive of weekends or public holidays. No application can be received on a weekend or public holiday.

## a) THE DECEASED

FULL forename and surname .....

Last permanent address .....

Profession/trade (name of parents if a minor): .....

Age ..... Date of death .....

Place of death .....

## b) FUNERAL SERVICE

Day/date of interment ..... Time of Church service .....

Is Cemetery Chapel required? ..... Time at Chapel/Cemetery .....

Name of officiating Minister .....

## c) INTERMENTS

1) Adult Coffin external dimensions (lid size) length ..... width .....

2) Child Coffin external dimensions (lid size) length ..... width .....

3) Cremated Remains external dimensions length ..... width .....

## d) RE-OPENING OF A GRAVE FOR WHICH THE EXCLUSIVE RIGHT OF BURIAL (EROB) HAS PREVIOUSLY BEEN PURCHASED

Grave number ..... EROB grant no .....

Name of first interred ..... Date of first interment .....

## e) INDEMNITY and ORDER to RE-OPEN A GRAVE FOR WHICH THE EROB HAS PREVIOUSLY BEEN PURCHASED

In consideration of Thatcham Town Council permitting the re-opening in the said Grave, for the burial of the deceased named overleaf, I

of .....

hereby undertake to indemnify Thatcham Town Council from and against all actions, proceedings, loss, charges, damages, expenses, claims and demands, which may be brought or made against the Council in consequence of the Council's consent to open the grave specified overleaf, and permitting the burial therein of the late

Signature ..... Date .....

Note. If you sign this indemnity, the Council may permit the grave to be opened for burial purposes but you must note that in signing you are giving an undertaking to bear all costs of the burial and the costs of any claim which may be brought by the holder or the heirs of the holder of the Exclusive Right of Burial to the grave, as a result of your claiming the right to bury the remains of the aforementioned deceased.

## f) EROB PURCHASE

If it is desired to purchase the EROB for 50 years for the plot please give **FULL** names and addresses of the purchasers (suggested minimum of 2 purchasers):

### Purchaser 1

Name .....

Address .....

Signature .....

### Purchaser 2

Name .....

Address .....

Signature .....

### Purchaser 3

Name .....

Address .....

Signature .....

## g) To be completed for an interment in a **GRAVE FOR WHICH THE EROB IS NOT PURCHASED**

I understand that the interment of the late .....  
will be in a grave in which other persons may be interred in the course of time.

Signature of Applicant ..... Date .....

## h) TO BE COMPLETED IN ALL CASES

**PLEASE READ:** I confirm that I have received a copy of the current Regulations pertaining to the London Road Cemetery and agree to abide by them. I agree that I have read and understand Thatcham Town Council's Privacy Notice. I agree by signing below that Thatcham Town Council may process my personal information for providing information and corresponding with me. I have the right to request modification of the information that your keep on record.

Signature of applicant ..... Date .....

Address of applicant .....

Relationship to deceased .....

## i) NAME AND ADDRESS OF UNDERTAKER .....

If completing this form electronically please print for original signatures as applicable.

Return by post to Thatcham Town Council, Brownsfield Road, Thatcham Berkshire RG18 3HF  
Scanned forms may be sent to [enquiries@thatchamtowncouncil.gov.uk](mailto:enquiries@thatchamtowncouncil.gov.uk)

T: 01635 863592

Home: Master Forms: Burials: Notice of Interment June 2018

## London Road Cemetery Interment & Purchase of Exclusive Rights of Burial Privacy Notice

When you arrange to inter in a grave and/or purchase the Exclusive Rights of Burial for a plot at London Road Cemetery the information you provide (personal information such as name, address, email address, phone number) will be processed and stored so that it is possible to contact you and to respond to your correspondence, provide information, send invoices and receipts relating to your burial plot/s. Your personal information will not be shared with any third party without your prior consent.

**The Councils Right to Process Information:** Processing is necessary for compliance with a legal obligation and the performance of a contract with the data subject or to take steps to enter into a contract.

**Information Security:** Thatcham Town Council cares to ensure the security of personal data. We make sure that your information is protected from unauthorised access, loss, manipulation, falsification, destruction or unauthorised disclosure. This is done through appropriate technical measures and relevant policies.

We will only keep your data for the purpose it was collected and only for as long as is necessary. After which it will be deleted.

### Your Rights

**Access to Information:** You have the right to request access to the information we have on you. You can do this by contacting our Data Information Officer: [enquiries@thatchamtowncouncil.gov.uk](mailto:enquiries@thatchamtowncouncil.gov.uk)

**Information Correction:** If you believe that the information we have about you is incorrect, you may contact us so that we can update it and keep your data accurate. Please contact: [enquiries@thatchamtowncouncil.gov.uk](mailto:enquiries@thatchamtowncouncil.gov.uk)

**Information Deletion:** If you wish Thatcham Town Council to delete the information about you, please contact: [enquiries@thatchamtowncouncil.gov.uk](mailto:enquiries@thatchamtowncouncil.gov.uk)

Please note: Thatcham Town Council has a legal obligation to retain the personal details of owners of Exclusive Rights of Burial. This also includes cemetery information detailing the names of those buried or to be buried in the future within its burial grounds.

**Right to Object:** If you believe that your data is not being processed for the purpose it has been collected for, you may object: Please contact [enquiries@thatchamtowncouncil.gov.uk](mailto:enquiries@thatchamtowncouncil.gov.uk)

**Rights Related to Automated Decision Making and Profiling:** Thatcham Town Council does not use automated decision making or profiling of personal data.

**To Sum Up:** In accordance with the law, we only collect a limited amount of information about you that is necessary for correspondence, information and service provision. We do not use profiling, we do not sell or pass your data to third parties. We do not use your data for purposes other than those specified. We make sure your data is stored securely. We delete all information deemed to be no longer necessary. We constantly review our Privacy Policies to keep it up to date in protecting your data.

**Complaints:** If you have a complaint regarding the way your personal data has been processed you may make a complaint to Thatcham Town Council Data Information Officer: [enquiries@thatchamtowncouncil.gov.uk](mailto:enquiries@thatchamtowncouncil.gov.uk) and the Information Commissioners Office [casework@ico.org.uk](mailto:casework@ico.org.uk) Tel: 0303 123 1113.



**Thatcham Town Council**  
Brownsfield Road, Thatcham, RG18 3HF  
T: 01635 863592  
W: [www.thatchamtowncouncil.gov.uk](http://www.thatchamtowncouncil.gov.uk)  
E: [enquiries@thatchamtowncouncil.gov.uk](mailto:enquiries@thatchamtowncouncil.gov.uk)



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