



GORING-ON-THAMES PARISH COUNCIL

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Assent of Executor or Administrator – White Hill Burial Ground

Section A: Details of the Executor or Administrator

First Name(s)

Surname

Full Address

Postcode

Telephone Number or E-mail

Signature

Date

Section B: Ownership or Exclusive Rights of Burial

Name of Deceased Owner of Exclusive Rights

Grave Number

Granted By Deed Number

Section C: Assent of Ownership

I / We being the, (delete as appropriate)

- a) Executor(s) of the will of the above named grave owner proved in;
- b) Administrator(s) of the estate of the above names grave owner and acting under Letter of Administration granted by:

Name & Address of Probate Registry

Date of Grant of probate or letter of administration

Do hereby assent to the transfer of the exclusive rights of burial in the above names grave, together with all the title and interest therein, subject to the conditions in which it was held immediately before the transfer hereof, to:

First Name(s)

Surname

Full Address

Postcode

Telephone Number or E-mail

Applicable Extract from the Burial Ground Regulations:

- Burial rights are purchased at the time of the first burial, usually by a family member. The exclusive right is for 50 years from the date of purchase. The policy of the council is not to permit advance reservation or purchase of burial plots.
- Second or subsequent burials in a grave space can only be carried out with the permission of the burial rights owner. Families must keep the council informed of the current ownership of the burial right if it is transferred or passes by inheritance.
- Ownership of an exclusive right to burial conveys no other legal rights over the grave space, which remains the Council's property.
- Coffin grave spaces generally have room for two coffin burials and a number of caskets of cremated remains. A triple depth grave can accommodate up to three coffin burials. Cremated remains grave spaces have room for two caskets.
- Grave spaces for first burials will be selected by the council in the appropriate site of the burial ground and marked approximately two days before the burial. The policy of the council is normally to allocate the next space in line.

Guidance Notes for Completing an Assent of Executor or Administrator

Burial Law (Local Authorities Cemeteries Order 1977) states that no burial may take place in a grave and no memorial may be placed on a grave without the written permission of the grave owner during the period of the Exclusive Rights, excluding the burial of the grave owner.

The Council's Statutory Registers contain the details of the registered grave owners. Where the council has issued a Deed of Exclusive Rights of Burial, it is important that grave owners keep safe their Deed of Grant as this is a legal document containing the grave details. The Council issues this document when the grave is first purchased. For recent burials, the council keeps copies of the Deed. Possession of the Deed does not in itself signify ownership of the grave.

A situation often arises where registered owner(s) are deceased and other family members wish to arrange a further burial to take place in the grave, or for an additional inscription to be placed on the memorial.

In order for the burial or memorial request to proceed, the grave ownership must be transferred to another person(s) entitled to the rights. The Statutory Register of grave ownership will be updated following the transfer of ownership.

There is a fee payable for the transfer of grave ownership.

Form or Assent of Executor or Administrator

Form used to transfer ownership from an executor or administrator of a deceased person's estate with the Grant of Probate or Letters of Administration.

The completed form should be sent to Goring-on-Thames Parish Council, (address overleaf) either electronically or a paper copy, together with the Grant of Probate or Letters of administration.

Grant of Probate

Granted to the executor(s) of a Last Will and Testament once a document has been proven in Court. To be legally acceptable we can only accept sight of a "SEALED" Grant; i.e. it must bear the embossed seal of the court.

Letters of Administration

When a deceased person dies intestate then the next of kin can apply to the courts to be made Administrator of the estate. An Administrator receives the same powers to administer the estate of the deceased as an executor.
