

Christ Church and St John's Radlett

Book of Remembrance Policy (July 2017)

The Book of Remembrance will be a lasting record of deceased persons of the ecclesiastical parish of Christ Church & St John's Radlett for whom a funeral or thanksgiving service or interment of mortal remains has been conducted in accordance with rites of the Church of England. Exceptions to this are at the discretion of the incumbent in consultation with the Churchwardens.

The book will be located in the side chapel (Meditation Chapel) of Christ Church, Radlett.

A light is available to illuminate the book, located on the side wall.

The Book of Remembrance will be accessible to all who enter the church and there will be opportunity for personal private prayer in the chapel.

From 2017 the pages will be designated to display a day, week or month of the year. This will be reviewed and changed as the pages become full.

The book will be left open and the pages turned regularly by the Parish Administrator to display current anniversaries at the end of each day, week or month, depending on current page designation.

Each page will have recorded on it the name, day, month and year in which the person died.

The deceased person will be remembered on the anniversary of his or her death.

The names in the Book of Remembrance will be taken from church registers and are therefore as accurate as possible. The book will contain the names of those eligible from 2000 to date.

The Church Office should be notified of any errors or omissions.

The pages will be updated and replaced each October or sooner if necessary.

The Book of Remembrance is not a substitute for legal registers.

Notes

The Book of Remembrance cabinet was donated in 2017 by the Nelson family in memory of Constance Mary Nelson.

The Book of Remembrance was donated by members of the congregation in 2017.

An Archdeacon's Letter of Authority was obtained on 20 February 2017.