

# CHURCH VIEW FUNERAL SERVICES



## CHURCH VIEW FUNERAL SERVICES

3<sup>RD</sup> GENERATION INDEPENDENT FAMILY FUNERAL DIRECTORS

161 Broad Street, Chesham, Buckinghamshire, HP5 3EF

Telephone (01494) 776777 Fax (01494) 784735

email: [churchviewfuneral@btinternet.com](mailto:churchviewfuneral@btinternet.com)

[www.churchviewfuneralservices.co.uk](http://www.churchviewfuneralservices.co.uk)

3<sup>RD</sup> GENERATION INDEPENDENT FAMILY FUNERAL DIRECTORS

We are a privately owned, third generation family run firm of funeral directors, serving Chesham and surrounding areas with dignity and respect. Over the years our commitment to the communities we serve has built our reputation for personal service and attention to detail as regards the care of the deceased. It is also reassuring to know that in this time of take-overs by larger companies, Church View Funeral Services is still truly independent, and family owned and run.

We pride ourselves on the personal service we are able to give, and in our ability to arrange funerals to suit every requirement and budget. Whether your wish is for a traditional funeral, with a horse drawn hearse or something more conventional, we have the knowledge and expertise to arrange any funeral ceremony in full accordance with personal wishes.

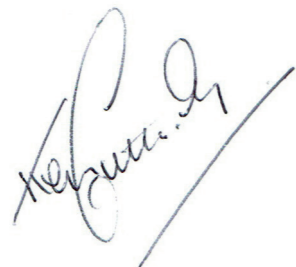
A vintage lorry instead of a traditional hearse, or even a motorcycle hearse, there are many options available to you. Our immense experience within the funeral industry means that we are always pleased to offer help and advise in making funeral arrangements.

Similarly, pre-need funeral plans designed to give complete peace of mind, knowing that individual wishes are carried out as you would want, relieving, as far as possible any additional stress for your family. We are proud to offer funeral plans in association with Golden Charter – The country's leading provider of funeral plans.

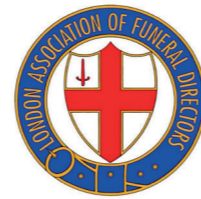
Our commitment to the highest standards of professional care and service is second to none, and we are always aware that you have a choice of funeral director in whom to entrust the care of your loved one.

The Company are members of The National Association of Funeral Directors, The London Association of Funeral Directors, The Society of Allied & Independent Funeral Directors and we hold personal memberships of The British Institute of Funeral Directors.

The services outlined in this brochure are by no means exhaustive but it is our intention to guide you through what can be a very difficult time and to outline some of the choices that are available to you. Our family will be pleased to offer help, advise and discuss any ideas that you may have in order to assist you to organise a tailor-made ceremony that truly reflect the life of your loved one.



Ken Satterly NAFD Dip FD LMBIFD



The first steps to be taken when a death occurs are often the hardest for people to make. At Church View Funeral Services, we pride ourselves on being able to provide a personal 24 hour service, with experienced staff on call at all times to answer the telephone.

## When an expected death occurs at Home, in Hospital, or in a Nursing Home

When someone dies and the death does not need to be reported to The Coroner, any registered medical practitioner who has attended to the deceased at some point during their lifetime will be able to complete a medical certificate of the cause of death (MCCD), as long as they can propose a cause of death to the best of their knowledge and belief.

The medical practitioner will send the medical certificate of cause of death (MCCD) to the medical examiner, who will scrutinise this along with any relevant medical records.

The MCCD will contain sections where information about medical implants and whether they have been removed must be recorded.

The medical examiner will offer you the opportunity to ask questions and raise any concerns once they are satisfied with the cause of death, the medical examiner will send the MCCD to the registrar. The person who will be registering the death will be notified at the same time, and they will have five days in which to register the death. After the registration, the registrar will issue a Certificate for Burial or Cremation (the green form), which in non-coroner's cases, is required before a burial or cremation can take place.

The green form will contain information about medical implants gleaned from the MCCD

## When a death occurs unexpectedly

The coroner will send a certificate for registration to the registrar following the conclusion of any enquiry, inquest, or if the case is discontinued

If the coroner does not believe that a case should come under their jurisdiction, they will refer it back to the medical practitioner to complete the MCCD and send it to the medical examiner for scrutiny and the procedure as outlined above will continue.

Where a coroner declines to take on a case, and there is no medical practitioner who is able to propose a cause of death, the medical examiner may, in exceptional circumstances, complete the MCCD and send it to the registrar.

# Registration of the Death

Once the Doctor or Hospital has issued the Medical Certificate, the Informant must register the death within five days at the Registry Office for the sub-district in which the death occurred (please see our useful contact numbers for a list of Registry Offices). If this is not possible the Registrar must be informed in writing.

## Who can Register a Death.

- A close relative of the deceased.
- A relative in attendance during the deceased's last illness.
- A relative living in the district where the death occurred.
- A person present at death.
- The person responsible for making funeral arrangements.

## Information required to Register a Death.

- The date and place of death.
- Full name and address (maiden name if applicable).
- The date and place of birth.
- The occupation (and name and occupation of spouse if applicable).
- The date and place of birth of any surviving spouse.
- The full name and address of the informant.
- The qualification of the informant.

## Documents required.

- The medical certificate of death.
- The deceased's medical card (if available).
- The birth certificate & information regarding the date of birth.  
(A death certificate can then be obtained on payment of prescribed fee. This will be needed for closing banks accounts, obtain probate and making claims on insurance policies.)

## What documents are issued by the Registrar?

- A certificate for burial or cremation (known as the 'green form').
- This form gives permission for the body to be buried or to apply for the body to be cremated and must be given to the Funeral Director.

# Funeral Arrangements

## *...put your trust in us*

Funeral Services have changed over the years and although traditional services are still popular, more and more people are choosing to personalise their own Service. We strongly believe that families should be given the opportunity to choose exactly how they want to celebrate the life of a loved one. This may be through a poem, favourite piece of music, a picture coffin or even a Motorcycle Hearse to take the deceased on their last journey.

## *We will help you decide...*

- Burial or Cremation
- Where the Service will be held
- Hearse & Limousines for the day of the Funeral
- The choice of Coffin or Casket
- How to word a newspaper notice
- Religious Funerals
- Non Religious or Civil Funerals
- Choice of music & poetry
- Flowers & Donations
- Hymn Sheets/Order of Service
- Catering

These are only a few of the details to be considered and we will be pleased to help and advise.

The arrangements for the funeral are generally made by, attending our office, which has a comfortable and private arrangement room. Although it is not necessary to make an appointment, advance notice of your attendance would be appreciated. Should you have difficulty in attending our premises, we will be happy to make an appointment to visit you at home. One of our funeral administrators will spend time explaining the options available to you and will organize all aspects of the funeral service. You will receive information and literature relevant to the services offered by Church View. Having made the arrangements, you will receive an itemised written estimate and confirmation of funeral arrangements.

We operate an up to date classic fleet of black funeral vehicles. Your loved one will be conveyed to the funeral service in a hearse. Many families choose to follow the hearse in one or more of our chauffeur driven limousines, which comfortably accommodate six passengers. The funeral cortege will collect you and other family members from an address of your choice. You will be taken, in the limousines, to your chosen destination following the funeral service. As a special alternative, we are able to provide a traditional horse-drawn hearse. Other appropriate modes of transport may be arranged on request.

*A Tradition of Trust*  
*Award winning family funeral director*

# Transportation Options



# Coffins & Casket Options *(a selection of our veneered range)*

## THE YORK COFFIN

An Oak veneer coffin with brass effect handles, matching plumes and engraved name plate. Lined and trimmed with taffeta frill with matching robe.



## THE CANTERBURY COFFIN

A light Mahogany veneer coffin with embossed panelled sides, brass effect handles, matching plumes and engraved name plate. Lined and trimmed with taffeta frill and matching robe.



## THE HARDWICK COFFIN

An Oak veneer coffin with a golden oak finish, With brass effect handles, matching plumes and Engraved name plate. Lined and trimmed with taffeta frill and matching robe.



## THE CHATSWORTH COFFIN

An Oak veneer coffin with raised lid and routed panelled sides and ends, with brass effect bar handles and matching end ornamentation, plumes and engraved name plate. Lined and trimmed with satin frill and matching robe.



## THE RICHMOND COFFIN

A dark Mahogany veneer coffin with raised lid and routed panelled sides and ends, with brass effect bar handles and matching ornamentation, plumes and engraved name plate. Lined and trimmed with satin fill and matching robe.



**THE BUCKINGHAM COFFIN**

A solid Oak coffin with double oak moulding and butt ends, raised lid and handcrafted panelled sides and ends. Fitted with metal bearer handles, matching plumes, ornamentation and engraved name plate. Lined and trimmed with satin frill and matching robe.



**THE VALENTINO COFFIN**

A Solid Oak Coffin of Italian design With intricate engraved heart detail And fitted with up to six removable, engravable wooden heart keepsakes Fully furnished, lined and fitted to personal wishes.



**THE SANDRINGHAM COFFIN**

A solid Mahogany coffin with double Mouldings, butt ends, raised lid and handcrafted panelled sides and ends. Fitted and furnished in the same manner as THE BUCKINGHAM COFFIN.



**THE FORESTER COFFIN**

A solid Pine Coffin with pine handles and fittings. Appropriately furnished in accordance with personal wishes.



**THE TEARDROP WILLOW COFFIN**



**THE TEARDROP BAMBOO COFFIN**



**TRADITIONAL WILLOW**

Slight variations may occur with regards to the stain of the coffin, attributed to the source and grain of the wood. English/American Metal & Timber Caskets are also available in addition to Cardboard, Wool and bespoke coffins. Please enquire with the funeral arranger.

# Order of Service & Funeral Stationery



Our full range of funeral stationery items are available ranging from Orders of Service, Condolence Books, Announcement Cards, Mass and Wallet Cards, Bookmarks, Attendance Cards and Posters of any size.

## Floral Tributes

Flowers at a Funeral are a simple and beautiful way to create a personal tribute and might include bouquets, wreaths and sprays, through to coffin displays and specialist designs. Whatever you feel would be an appropriate tribute can be created for you. Please arrange for your floral tributes to be delivered to our Funeral Premises on the morning of the Funeral.



# After Funeral Receptions

Coming to terms with the loss of a loved one is always difficult, and the added pressure of organising a wake can cause extra stress at an already emotional time. We are happy to advise you on suitable local venues in addition to independent caterers.

## Monumental Masonry

We pride ourselves on the standard of service that is provided throughout the funeral, and feel that a first class service should also be expected in respect of your masonry wishes and we make it our business to ensure that's exactly what you will receive. We have a well illustrated, colour brochure available and in addition to our standard range, we routinely supply "Bespoke" memorials of all shapes and sizes, made to our customers' detailed specifications. We welcome new ideas and enjoy creating something really special.



## Golden Charter Funeral Plans

Church View Funeral Services believe that all funerals should be at the heart of the personal wishes of the plan holder and their loved ones. We are confident in offering Golden Charter's Independent Way plan, which can be tailored to individual requirements and you can spread the cost over several months or years. You select how you wish to pay for your plan and, depending on your choice, your money is paid into The Golden Charter Trust. Your money grows, and when the time comes, we claim the payment, including any growth, and use this money to provide the agreed services to your family. No matter how much costs have risen in the intervening period, your loved ones will not be asked for a penny more for the guaranteed services included within your plan. On past experience, a pre-paid funeral plan gives you better value for money than any high-interest building society accounts.

Further information is available on request. Please ask for details.



Over the years looking after families, we have learnt that they rarely want the cheapest funeral service for their loved ones. What they really want, and rightly expect, is the very best level of service and care at a sensible price. This is why Church View Funeral Services Ltd. remains a 1st choice for funeral services.

Church View's reputation has been built on offering a complete funeral service to our local communities. From their dedicated and fully qualified staff to the exemplary facilities there is no compromise. The beliefs in quality and respect that started with the company stay with us today.

However because it's an important concern please find below an example of your selected funeral and its costs. Please bear in mind that every funeral is a unique celebration of life so prices can vary based on the choices available.

## Our Funeral costs include the following:

Our Professional Charges, including dignified planning of the funeral arrangements, preparation of statutory documentation to relevant authorities. Preparation and submission of confirmation letters to the family and officiant, (where applicable), all incidental expenses, telephone calls etc, including personal 24 hour telephone help and support and handling of statutory arrangements with clergy, cemetery or crematorium and doctors

£ \_\_\_\_\_:\_\_\_\_\_

Conveyance, care of deceased and use of facilities

£ \_\_\_\_\_:\_\_\_\_\_

Supply of selected coffin

£ \_\_\_\_\_:\_\_\_\_\_

Provision of hearse, funeral director & bearers

£ \_\_\_\_\_:\_\_\_\_\_

Provision of \_\_\_\_ Limousine/s

£ \_\_\_\_\_:\_\_\_\_\_

OUR TOTAL CHARGES

£ \_\_\_\_\_:\_\_\_\_\_

### Third Party Charges

Crematorium Charges

£ \_\_\_\_\_:\_\_\_\_\_

Minister/Church Fees

£ \_\_\_\_\_:\_\_\_\_\_

Cremation Certificates

£ \_\_\_\_\_:\_\_\_\_\_

\_\_\_ Order of Service

£ \_\_\_\_\_:\_\_\_\_\_

Newspaper Announcement/s

£ \_\_\_\_\_:\_\_\_\_\_

TOTAL THIRD PARTY COSTS

£ \_\_\_\_\_:\_\_\_\_\_

ESTIMATED TOTAL COSTS

£ \_\_\_\_\_:\_\_\_\_\_

## Office & Chapel of Rest

161 Broad Street, Chesham, Bucks. HP5 3EF

Telephone : 01494 776777

Fax: 01494 784735

Email: churchviewfuneral@btinternet.com

Website: www.churchviewfuneralservices.co.uk

**PAYMENT: We respectfully request that all disbursements, in addition to all of our professional charges are paid prior to the day of the funeral. this is in accordance with our Code of Practice and endorsed by both The National Association of Funeral Directors and The Society of Allied & Independent Funeral Directors.**

## TERMS & CONDITIONS

### 1) WRITTEN ESTIMATE.

Having provided you with an estimate of our charges and disbursements payable, and in the event of any disbursement costs being different to those estimated, we reserve the right to continue with the funeral arrangements, paying the correct fees and claiming the full amount on our final account. Our own professional charges will not alter, unless we have your authority and following amendments to the funeral arrangements.

### 2) PAYMENT OF ACCOUNT

We will confirm all funeral arrangements at the earliest opportunity and our account (to include all known services at this time) will accompany this and be due for settlement

### 3) MEMORIAL STORAGE

Memorials removed to enable funerals to take place will be stored for up to twelve months for which a fee will be applied to our estimate/final funeral account.

All subsequent work in respect of a removed memorial will be completed and invoiced separately to the funeral account.

**Buckinghamshire Registration Service**

County Hall  
Walton Street  
Aylesbury  
HP20 1XF

Opening Times  
Monday - Friday  
09:00am - 16:30pm

Tel: 01296 383005

High Wycombe Library  
5 Eden Place  
High Wycombe  
HP11 2DH

Opening Times  
Tue/Wed/Thur  
09:40am - 16:30pm

Tel: 01494 475200

Beaconsfield Old Town  
Registration Office  
29 Windsor End  
Beaconsfield  
HP9 2JJ

Opening Times  
Monday - Friday  
09:00am - 16:30pm

Tel: 01494 475200

Amersham Library  
Chiltern Avenue  
Amersham  
HP6 5AH

Opening Times  
Thursdays  
10:00am - 15:00pm

Tel: 01494 475200

**Buckinghamshire Coroner's Service**

29 Windsor End  
Beaconsfield  
HP9 2JJ

Opening Times  
Monday - Thursday  
09:00am - 16:00pm  
Friday 09:00am - 15:30pm

Tel: 01494 475505

**Hertfordshire Registration Service**

The Forum  
Marlowes  
Hemel Hempstead  
HP1 1DN

Opening Times  
Monday - Thursday  
09:00am - 17:00pm  
Friday 09:00am - 16:00pm

Tel: 0300 112 4045



**Ken Satterly NAFD Dip FD LMBIFD**

Before founding Church View, Ken gained experience working within the funeral sector. It was during this time that his vision of what a community funeral service should be was formed. He has a genuine commitment to the communities that he serves and feels that to be entrusted with the care of a deceased is indeed a privilege. He has served as National President of The British Institute of Funeral Directors and is a fully qualified and licensed funeral director, holding the Diploma in Funeral Directing.



**Glynn Satterly NAFD Dip FD LMBIFD**

Glynn has worked very closely with his Father for many years and gained vast experience in all aspects of funeral service. He is passionate in offering bespoke and flexible choices to all clients to enable the life and character of the deceased to be reflected in the funeral arrangements. He has also attained the National Association of Funeral Directors, Diploma in Funeral Directing and as such is a fully qualified funeral director.



**Connor Satterly**

As a family business, we are fortunate that our family ties grow into the local community and we are proud of Connor who represents the third generation of our family. He is insistent on attention to detail, and will soon be embarking on his professional funeral qualifications.

**Our staff...**

All those working within Church View are dedicated to providing a caring, sensitive and sympathetic service to the bereaved. Our staff are highly experienced within the funeral profession and many have worked alongside our family for many years.