

## Broughton Parish Council

### Cemetery Regulations

The Broughton Cemetery has been designed to be a place for quiet reflection and easy maintenance, the following guidelines have been prepared to assist with this theme

#### **Admission to the Cemetery**

Any person creating a disturbance or nuisance, interfering with any grave, headstone or flowers, playing any game or sport or riding a bicycle, will be required to leave the cemetery and may be subject to subsequent legal action.

#### **Information**

All users and undertakers will receive a copy of the guidelines from the Clerk to the Parish Council

The site of any grave will be determined by the council and will generally be the next in the line.

#### **Graves & Memorials**

##### Cemetery

Graves must be dug as single or double depth, details of which must be given to the Clerk before work commences.

No raised kerbs are allowed, the perimeter of a grave maybe defined but the level must be slightly lower than the surrounding soil.

Graves may not be mounded but should remain level with the surrounding soil. This is in the interests of keeping the cemetery smart and tidy and to enable the grass between graves to be mown efficiently and effectively.

For the first 12 months after a burial the responsibility for maintenance of the grave lies with the relatives of the deceased. The Council can give advice where necessary. The Council would expect that at the end of 12 months the grave would be level with the adjoining land, the relatives having made good any sinkage or excess spoil. If after 12 months this has not been done the Clerk will ask relatives to do this, giving one months' notice. If this is not attended to after this time the Council will arrange levelling but will invoice the relatives for costs incurred.

Where possible, after the initial 12 months responsibility for those graves purchased remains with relatives. In the case of public graves, the Council will carry out any work required. The Clerk will contact relatives if graves are noted as needing attention.

Ornaments are not permitted on graves.

Graves should not be planted, only flowers in vases are allowed.

Only tablet or open book headstones are allowed and may not exceed 3ft high x 24 inches wide, including any plinth. All such headstones, bases, plinths and fixings must be contained within the grave plot. The number of the plot must be engraved on the rear of the headstone.

The colour of headstones must be natural stone or black, no synthetic materials are permitted.

By prior agreement with The Clerk, it may be possible to install a small vase or urn, or not exceeding 6 inches high, placed at the end of the grave where a headstone would normally sit. The name of the deceased must be engraved on the vase or urn. Also, by prior agreement, it may be possible to install an additional plaque no more than 30cm x 30cm to be placed flush to ground level at the headstone end of a plot.

No statues, crosses or wooden memorials of any kind can be erected in the cemetery.

### Memorial Garden

Plots are 18 inches by 18 inches and can be single or double depth, full details to be given to the Clerk before any excavation takes place.

Plots should remain level with the adjacent area and landscape fabric & chippings must be replaced.

Only stone memorial boulders or plaques will be allowed in the memorial garden.

Only natural flowers are allowed in boulders with built in vases.

No ornaments, crosses, statues or urns are allowed.

To prepare a grave in the memorial garden, remove stones, cut a cross in landscape fabric and peel back, dig out soil taking care not to leave any on top of the fabric. After interment replace soil and compact to existing level, remove any excess. Fold back landscape fabric flat to soil and replace stones to reinstate ground to original state.

### **General**

The Council does not undertake the digging of graves. This is the responsibility of the undertaker as is removal of any spoil once the grave has been infilled.

In the case of a double depth plot two burials will be allowed, or one burial and one cremated remains interred but no more.

All headstones, tablets, urns, boulders, or plaques and the description on them must be approved by The Clerk and the appropriate fees paid, before erection.

The Council reserves the right to remove any memorial, headstone, boulder, tablet, vase, urn or memorial plaque erected without permission or if it becomes unsafe.

The Parish Council will not be responsible for damage to any memorials of any kind.

The Parish Council cannot undertake the tending of individual graves and is responsible only for the general up keep and maintenance of the cemetery as a whole.

All memorials should be kept neat, clean and in a good state of repair at the owner's expense, in default of which the Parish Council may remove or repair them both which will be at the owner's expense.

Ashes may not be scattered in the cemetery area but may be interred in an existing grave in the cemetery where there is space or a plot in the memorial garden, again if the plot purchased was of double depth.

### **Fees & Charges**

A copy of the current fees is attached to these guidelines. Fees and charges will be renewed annually.