

## **LLANELLYD, TAI CYNHAEAF AND BONTDDU COMMUNITY COUNCIL**

### **REGULATIONS FOR THE MANAGEMENT OF THE PARISH CEMETERY**

#### **1. PLAN**

Plans of the cemetery are kept by the Council Clerk, and may be inspected by all persons making application for grave spaces.

#### **2. PAYMENT OF FEES**

Payment shall be made at the time of booking to the Council Clerk, or promptly on receipt of an invoice from the Council.

#### **3. TIME OF BURIAL**

No burial can take place before 9.00 a.m. or after 3.00 p.m. on weekdays (9.00 a.m. - 2.00 p.m. in December and January only) and no burial can take place after 1.30 p.m. on Saturdays.

The time fixed for the funeral must be that at which the cortege is to arrive at the cemetery.

No burials can take place on Sundays or Public Holidays, except for sanitary reasons, on production of a medical certificate.

#### **4. PRODUCTION OF CERTIFICATES OF DEATH**

A certificate for disposal obtained from the Registrar of Deaths or in cases where an inquest has been held, a Coroner's Order or Certificate, must be handed intact to the Council Clerk before the interment. In the cases of a stillborn child, the necessary certificate from the Registrar must be obtained.

#### **5. ARRANGEMENTS WITH CLERGYMEN OR MINISTERS**

Parties ordering graves must make their own arrangements with regard to Clergymen or Ministers to officiate at the Funeral. Burials may be with or without religious service.

#### **6. RESERVATION OF GRAVES**

Normally reservation of graves is not permitted. However where bodies are buried in common graves (i.e. where the exclusive right of burial has not been purchased) payment may be made for extra depth, and the Council will ensure to the family of the deceased that none save the family of the deceased will be buried in the same grave within fourteen years, or within eight years in the case of a child under twelve years. The Council reserve

the right of deciding whom shall be considered members of the family. If at the end of the stated period the exclusive right of burial for any such grave has not been purchased the Council will be free to use such graves at their discretion.

## **7. EXCLUSIVE RIGHTS REGULATION**

The exclusive right of burial in any grave may be purchased, at the time of interment, or at a later date. Unless the grant has been obtained however, the provision of brickwork, the use of coffins other than wood, or the erection of any memorial will be prohibited.

## **8. SIZE OF GRAVE SPACE**

All grave spaces will normally be 2750mm x 1200mm x 2400mm deep, to allow not more than 2 interments. Where special children's grave spaces are available, they will be 1800mm x 900mm for use by children under 12 years old.

## **9. INTERMENT OF CREMATED REMAINS**

a) Application must be made to the Council and the appropriate fee paid before any interment or scattering of cremated remains takes place within the cemetery.

b) Interment of cremated remains may take place in any grave for which the exclusive right to burial has been purchased. In certain cemeteries, small spaces, 900mm square, may be purchased solely for interment of cremated remains.

## **10. PREPARATION OF GRAVES**

All graves shall be dug and filled as instructed by the Head of Highways and Municipal Services and all work should be completed to his satisfaction. Brick or other work may be executed by any person appointed by the purchaser of the grave space, but only with the consent and under supervision of the Head of Highways and Municipal Services nominee.

## **11. BRICKED GRAVES AND VAULTS**

All bricked graves and vaults shall be opened from the top unless the ground to provide an entrance has been purchased. Every coffin in a bricked grave or vault shall be covered by concrete or slate slabs made airtight.

## **12. SURFACE OF GRAVES**

Every person who in the cemetery, buries a body in a grave in respect of which an exclusive right of burial has been granted shall, after the lapse of a minimum of 6 months for the natural subsidence of the earth with which

the grave has been filled, cause the surface of the grave to be properly covered with fresh turf, or with any gravestone or monument which in pursuance of any grant by the Council may lawfully be erected or placed on the grave. After a period of 18 months from the date of interment, if such work has not been carried out, the Council reserve the right to attend to the levelling and turfing of the grave space. Planting of bulbs/shrubs, etc prevents efficient grass cutting and is therefore not permitted.

### 13. MEMORIALS

All Monumental Masons must adhere to National Association of Memorial Masons Code of Practice.

#### i) Memorials to be approved by Council

Permission of the Council must be obtained for the fixing of a memorial and the person responsible for the work must submit a plan of the memorial with inscription to the Council. The appropriate fee must accompany the drawings, etc.

#### ii) Size of Memorials (Other than Lawn Sections)

No memorial shall exceed 1200mm in height, 2100mm in length and 900mm in width for adult graves and must be fixed upon a secure landing or footing of stone, slate or concrete. All memorials must be constructed of marble, granite, slate or other suitable material as approved by the Council. Head stones only are acceptable in the children's section, which will be no greater than 600mm wide and 900mm high.

In the stillborn section (where available) the headstone must not exceed 600mm in height and 350mm wide.

#### iii) Hewing and Dressing of Stones and Conveyance of Memorials

Hewing or dressing of stones will not be permitted within the cemetery, and all memorials and equipment must be conveyed in such a manner as to avoid damage or injury to paths and grass walks. Mats, boards or planks must be used if directed to avoid any such injury. The erection of memorials will not be permitted outside the normal working hours of the cemetery.

#### iv) Memorial to have number of graves thereon

All memorials must have the number and section of the grave space cut upon them in letters at least 30mm in height, at a cost to the grave owner. (Failure to do so may result in refusal of application).

#### v) Maintenance of Memorials

All monuments must be kept in good repair by the owners. In cases where repairs are required notice will be sent to the owners (if known) and if such

repairs are not carried out within three months, the Council shall have the right to make safe such memorials. In cases where ownership cannot be traced such public notice as the Council deems necessary shall be given and the memorial removed after the above stated period.

vi) Responsibility for Memorials

The Council will not be responsible for any memorial, gravestone or tablet damaged through any cause whatsoever.

vii) Temporary wooden grave markers will be allowed for a period of 12 months after a burial and may be removed by the Council after this period.

viii) No memorial may be erected within a period of 6 months following the last interment. However, this regulation may be waived when the last interment was of cremated remains.

ix) For the reopening of graves, Funeral Directors shall arrange the removal from the cemetery of the memorial headstone, kerbing and concrete slabs within the times shown below:-

a) Within 4 hours of placing the notice of interment.

b) If the notice of interment was given after 2.00 p.m., removal must be completed by 9.00 a.m. on the following day.

Monumental Masons may advertise on the head stone but size shall not exceed 80mm x 50mm.

#### **14. LAWN CEMETERY REGULATIONS**

In any new section of a cemetery, or in any extension of an existing cemetery, these will be of the lawn type and the following regulations will be applicable:-

a) No grave or grave mound shall be raised above the level of the adjoining ground and as soon as is practicable after each burial or interment the grave space shall be made level with the adjacent ground.

b) After the same shall have been made level with the adjacent ground as aforesaid a grave space shall be grassed or turfed over by the Council and thereafter maintained by them at their expense.

c) No memorial, border stone, foot-stone or other structure, article or material whatsoever shall be permitted on a grave space except:

- i) One headstone erected in a central position facing the grave space at the head thereof on a paved or concrete foundation.
- ii) A memorial vase incorporated or placed in a central position immediately in front of the headstone on the foundation thereof.
- iii) Floral tributes in the form of fresh cut flowers only. such flowers to be placed in the memorial vase.
- iv) Planting of bulbs/shrubs etc prevents efficient grass cutting and is therefore not permitted.

Provided that the restriction on floral tributes herein contained shall not apply to the placing of wreaths or any other form of floral tribute upon a grave space immediately after an interment therein as part of the funeral arrangements and for a period of two weeks thereafter.

- d) Every headstone shall comply with the following measurement and dimensions:-
  - i) Height (above the level of the foundation) not exceeding 1050mm, such height to include the base (if any) of the headstone.
  - ii) Width - not exceeding 800mm.
  - iii) Thickness- not less than 75mm and not more than 150mm, except for slate memorials which shall have minimum thickness of 50mm.

## **15. OFFENCES**

- 1. In accordance with the following extract from the Local Authorities Cemeteries Order 1977 (Article 18).
- 2. No persons shall:-
  - a) wilfully create any disturbance in a cemetery;
  - b) commit any nuisance in a cemetery;
  - c) wilfully interfere with any burial taking place in a cemetery;
  - d) wilfully interfere with any grave or vault, any tombstone or other memorial, or any flowers or plants on any such matter; or
  - e) play at any game or sport in a cemetery.

## **16. CHILDREN AND DOGS**

Children under 12 years must be accompanied by an adult, and dogs will be permitted within the Cemetery only if upon a lead.

## **17. PENALTIES**

Any person who contravenes Article 18 of the Local Authorities Cemeteries Order 1977 shall be liable on summary conviction to a fine not exceeding £100.00 and in the case of a continuing offence to a fine not exceeding £10.00 for each day during which the offence continues after conviction thereof.