

## **LANGTOFT CEMETERY RULES AND REGULATIONS**

### **ACCESS**

1. The Cemetery will be open to members of the public at all times.
2. Cycling is not permitted within the Cemetery.
3. Dogs are not permitted in the Cemetery
4. No vehicles are permitted within the Cemetery ground except those of:
  - A person duly authorised by the Council to perform any work within the Cemetery
  - A person who due to exceptional circumstances has been given prior permission by the Council
  - Elderly/persons with a disability requiring special access

### **OFFENCES**

5. Under the Local Authority Cemeteries Order 1977, Section 18, no person shall :
  - a) Prevent, interrupt or delay by any violent or indecent behaviour the burial of any body
  - b) Create any disturbance or cause a nuisance within any part of the Cemetery
  - c) Interfere willfully with any grave, vault, tombstone, memorial, or any flowers, plants or other such matter
  - d) Use indecent or obscene language to the annoyance of any person within the Cemetery
  - e) Carelessly use or throw lighted matches, throw stones or any other missiles, play any games or sport in any part of the Cemetery

### **PENALTIES**

6. Any person offending against any of these offences shall be liable on summary conviction to a fine not exceeding level 2 on the standard scale.

## **MEMORIAL POLICY**

7. All memorials must meet the NAMM Code of Working Practice and be provided with adequate foundations according to its size and weight. Only first quality materials are to be used, and all joints of the memorial and foundation are to be properly secured.
8. No stone less than 75mm in thickness shall be used in the construction of any memorials unless permission is obtained from the Council, with the exception of a memorial garden tablet.
9. Applications, signed by the grave owner, together with drawings of all proposed memorials and a copy of the inscriptions, must be submitted to Langtoft Parish council for approval before erection takes place. After approval the Mason must arrange a date and time of erection with the Council. The Parish Council must certify the erection of all memorials.
10. In order to maintain a neat and tidy appearance, the erection of memorials must at all stages be subject to supervision and approval of the Council. Before final fixing/securing takes place all memorials should be checked to ensure correct grave location and alignment.
11. No memorial will be allowed in the cemetery except on the condition that the memorial be erected and remain at the owner's sole risk and the Council shall not be held responsible for any damage which may occur to the memorial.
12. All memorials must be kept in good repair by the Owner. The Council reserves the right to make safe any memorial which is allowed to fall into disrepair or become dangerous. The Council will make every effort to contact the Owner and give them the opportunity to make and pay for repairs however if this fails the council may charge accordingly.
13. The name of the firm supplying or erecting a memorial may be cut in small letters at the back of the memorial and nowhere else. No other form of advertising or canvassing within the Cemetery will be permitted.
14. Monumental Masons must remove all surplus earth or debris after fixing or removing a memorial and leave the whole area in a neat and tidy condition. They shall use such means as may be necessary to protect the grass, plants and nearby graves from damage.
15. **No hewing or dressing of stones will be permitted. No Glass or china ornaments are allowed**

16. Vehicles conveying memorials into the Cemetery must keep to the carriageways. Broad-wheeled trucks must be used for removing memorials from the vehicle to the place of erection.

### **Graves**

17. Headstone size on a single grave must not exceed 90cm high by 75cm wide (not including the base). The base must not exceed 100cm wide.
18. Headstone size on a double grave must not exceed 90cm high by 150cm wide (not including the base). The base must not exceed 200cm wide.
19. Any other monument on a grave - for example, vase, tablet, statue, cross or scroll - must not exceed 60cm in height. No glass or china is allowed.
20. All monuments must be placed at the head of the grave, flat stones (other than on cremation plots), border stones or grave mounds will not be permitted in the Cemetery.

### **Memorial Garden**

21. **In the memorial garden, only approved design tablets, flat or wedge shaped memorials are permitted** these may be erected on a plinth of an appropriate material. Tablet size must not exceed 45cmx45cmx10cm and the plinth if used, must not exceed 60cmx60cmx5cm and must be flush with the grass surround. **No other vases, plants, statues or other paraphernalia shall be allowed, other than on the tablet itself.**

### **INTERMENTS**

22. At least 48 hours' notice (exclusive of weekends) must be given prior to any interment.
23. Exclusive Rights of Burial for any new grave will be issued for a period of 100 Years. Transfers of Rights can take place and will be issued for the number of years remaining on the original grant at the time of transfer.
24. Reserved graves will not be opened or any work carried out until the Owner or representative gives written consent. See details of Family Succession information
25. All coffins or urns must be placed with at least 60cm of soil above them.

26. Flowers and wreaths may be placed on the actual area of the grave, but the Council reserves the right to remove these after 1 month. Some disturbance to floral tributes may be necessary if further interments occur in adjacent grave spaces. Any floral tributes that are displaced from the original gravesite will be replaced where possible. All visitors are expected to take any rubbish away from the cemetery.
27. The Council reserves the right to remove or request removal of anything which it deems is not in keeping with the cemetery.
28. Before a grave is re-opened it is essential to check all the details prior to the interment and to ensure that the grave owner has given any consent to re-open.
29. Appropriate fees will need to be paid to Langtoft Parish Council and are as stated on the website.

End of rules