



# HYNDBURN

an excellent council

## MEMORIAL MANAGEMENT REGULATIONS EXTRACT FROM CEMETERY MANAGEMENT REGULATIONS

### 13. Memorials (Headstones to Graves)

1. All foundations for memorials on new graves are provided by the Council and these are bought by the grave owner at the time when the grave is purchased.
2. If a grave owner wishes to erect a small memorial on an existing grave which has not been provided with a foundation then the Council must be sure that the ground will support the memorial.

If extra foundations have to be provided, these foundations will be built by the Council at the expense of the owner of the grave before the memorial can be erected.

3. Anyone who owns a grave and wishes to put a memorial on it should contact the Cemetery Office or allow a Monumental Mason to do this on their behalf. There is a charge made by the Council for the Right to Erect a memorial on a grave.
4. No iron, terracotta, plastic or concrete memorials are allowed.
5. The headstone and base of any memorial must be fixed to a one-piece **natural stone plinth** of maximum size 900mm in length x 400mm in width x 100mm in depth, prior to placing it upon the Council's foundation.
6. All stone plinths must be fixed to the foundation by using a 1:3 cement/sand mix or by any other method approved by the Cemetery Manager.
7. The maximum size for any memorial other than a cross is 1050mm in height (including base and the stone plinth) and 900mm in width. The maximum depth of the base is 400mm and the minimum thickness of the headstone is 75mm.

If the memorial is in the form of a cross then the maximum height is 1200mm, all other dimensions remain the same.

8. All memorials must be approved by the Cemetery Manager before they are erected. Full particulars of memorials including all dimensions, the type of stone, the proposed inscription, colours of paint and all other adornments must be given on a form available from the Cemetery Office.

9. The grave number must be inscribed on the base or plinth and it is also permitted for the Monumental Mason to inscribe the name of his Company, but no other details, on the base or plinth in letters not exceeding 20mm in height.
10. When the Cemetery Manager has approved a memorial then a permit will be issued so that it can be erected. No memorial is to be erected unless a permit has been issued.
11. All new memorials must be completed away from the Cemetery and brought to the Cemetery in a finished state.
12. Any memorial which has not been made or inscribed as first indicated or which has not been made in a workmanlike manner will either not be allowed to be erected or if, it has already been erected, will be removed.
13. All parts of the memorial must be properly secured one to the other. Non-ferrous dowels or other approved fastenings must be used.
14. No work is permitted on any memorial except on Monday to Friday between the hours of 8.30 am and 4.30 pm and no work is permitted on the days listed in Regulation 4, Paragraph (2) except that work on Saturdays between 8.30 am and 12.30 pm will be permitted with the prior approval of the Cemetery Manager.
15. No memorial may be altered in any way after it has been erected in accordance with the approved design except for further inscriptions which may be cut provided that these have been first submitted to the Cemetery Manager for approval and a permit has been issued. The memorial may then be removed for the inscription to be carried out or the inscription may be done on site.
16. If anyone puts a further inscription on a memorial or alters it in any way without first getting a permit from the Cemetery Manager then the Cemetery Manager shall be at liberty to remove the memorial from the grave.
17. Any person who carries out any work on a memorial shall remove any waste which has been produced, from the Cemetery.
18. All memorials, once erected, remain the property of the grave owner and the Council will not be responsible for any damage or disrepair which occurs to them unless, of course, the damage has been accidentally caused by the Council's workmen whilst carrying out their duties.
19. There are "separate" conditions which apply to the erection of memorials in the Children's Section of Accrington Cemetery. These are covered in Paragraph 12.