



LEESWOOD AND PONTBLYDDYN

COMMUNITY COUNCIL

CEMETERY BY-LAWS

A. CEMETERY LAYOUT/GRAVES

The Cemetery is to be kept as a lawn cemetery where grave spaces will be grassed and must be kept free of obstruction. Only a single headstone with vase/vase holder incorporated into the base shall be permitted at the head of the grave and accordingly: -

- (1) Grave spaces will be allocated in sequence as per the Cemetery plan. Reservations may be made but the purchaser will receive the next available space.
- (2) The depth to which any grave shall be dug will be in accordance with the Local Authorities Cemeteries Order 1977 – this depth shall not be increased following the first interment.
- (3) No area of grave space will be permitted to be enclosed or covered by kerbstones, plinth stones, palisades, rails, chains or in any other manner. The laying of stone chippings or similar materials on the grave space is not permitted.
- (4) The level of any grave space shall not be raised above the general level of the surrounding ground and the planting of flowers, shrubs or any other manner of vegetation is not permitted.

(5) The Community Council reserve the right to carry out such work as turfing, sowing, cutting or planting on any grave space as is considered necessary to bring the said space into conformity with the remainder of the Cemetery.

(6) The Community Council also reserves the right to remove from grave spaces items not permitted by these regulations and which have not been removed by the family at the formal request of said Council.

B. MEMORIALS

- (1) Memorials of the headstone type only are allowed to be erected on graves. Polished wooden crosses with brass name plate will be permitted as a grave marker on a temporary basis until such time the grave has settled and a headstone can be situated.
- (2) An application on the appropriate form must be made to the Clerk before any memorial may be erected. This application must be accompanied by a drawing of the proposed memorial, a copy of the proposed inscription and an authority from the grave owner to the Stonemason to erect the memorial. No memorial will be admitted into the Cemetery without the prior approval of the Community Council.
- (3) The material of the memorial shall be of natural stone with the front face polished.
- (4) **The maximum size of the headstone shall be: -
Height and thickness – 3 feet (914mm) by 4 inches (101mm)
Width – 2 feet 9 inches (838mm)**

B. MEMORIALS (cont.)

(5) **The maximum size of the base shall be: -**

Base width and thickness – 3 feet (914mm) by 4 inches (101mm)

Base front to back – 1 foot (305mm)

(6) **The vase/vase holder MUST be incorporated into the base.**

(7) **The whole to be erected on a rectangular foundation measuring at a maximum 3 feet 2 inches (965mm) by 1 foot 6 inches (457mm) by 2 inches (50mm).**

(8) **The overall height of the memorial including the base and headstone shall not exceed 3 feet (914mm)**

(9) **If it is required, an additional base can be provided within the outline of the existing rectangular foundation to a maximum thickness of 4 inches (101mm). This additional base must however, be accommodated within the maximum overall height measurement of 3 feet (914mm).**

(10) The memorial must be installed and fitted in accordance with the National Association of Memorial Masons' Code of Working Practice (as amended) and must be assembled using a suitably accredited ground anchor as detailed in Section 3.2 of the Code of Working Practice and to the satisfaction of the Community Council.

(11) It is important to remember that you are responsible for the maintenance of your memorial and that if it becomes unsafe; the Community Council has a duty to ensure that it is made safe at the earliest opportunity. This can be either by supporting with wooden stakes or in some circumstances by laying the memorial flat. In the event of repair being deemed necessary, a notice of

one month will be given. If no action is taken by the owner then repair work will be undertaken by the Community Council and recharged to the owner.

C. CREMATED REMAINS

(1) The Community Council has set aside areas within the Cemetery exclusive for the interment in individual plots for cremated remains. These can be deposited without containers; in quickly perishable containers or in wooden containers. In no circumstances shall containers made wholly or partly of plastic be admitted to the Cemetery.

(2) Such plots shall be marked by a vertical made of natural stone with a polished base.

(3) **The maximum size of the headstone shall be: -**
Height and thickness – 2 feet (609mm) by 3 inches (76mm)
Width – 2 feet (609mm)

(4) **The maximum size of the base shall be: -**
Base width and thickness – 2 feet 2 inches (660mm) by 3 inches (76mm)
Base front to back – 1 foot (305mm)

(5) **The vase/vase holder MUST be incorporated into the base.**

(6) **The whole to be erected on a rectangular foundation measuring at a maximum 2 feet 4 inches (711mm) by 1 foot 2 inches (355mm) by 2 inches (50mm).**

(7) The procedure for the interment of cremated remains shall be the same as if the interment related to a grave.

C. CREMATED REMAINS (cont.)

(8) Burial of cremated remains shall be permitted under the headstone of an existing grave where exclusive right of burial has been followed.

(9) The names of the individuals whose cremated remains have been interred shall be recorded as if it were an interment in a grave.

D. STONEMASONS

(1) Stonemasons must inform the Clerk when they intend to enter the Cemetery in order to erect or to repair a memorial. They must also provide information in relation to the type of work to be carried out and any movement of materials or memorials into or out of the Cemetery.

(2) Any stonemason employed in erecting or repairing memorials in the Cemetery will be held responsible for any damage caused to memorials or the grounds.

(3) No hewing or dressing of stones will be permitted within the Cemetery and Stonemasons must accept the responsibility for the removal of debris.

(4) All reasonable care must be taken by persons working in the Cemetery when erecting or repairing memorials. The Community Council require precautions to be taken to protect grass, turf and pathways. Any damage incurred must be made good.

E. VEHICLES

All vehicles, other than the funeral cortege, must park in the designated car park area. Cycling is not permitted within the Cemetery grounds.

F. CONDUCT

Any person committing acts of vandalism in the Cemetery will be prosecuted. Any person found in the Cemetery conducting themselves in a disorderly manner, committing a nuisance or disobeying these regulations will be asked to remove themselves from the Cemetery grounds.

G. DOGS

Dogs brought into the Cemetery must be kept on a lead at all times. Owners of dogs will be held responsible for removing dog fouling.

H. LITTER

Visitors to the Cemetery are requested not to leave litter and to deposit dead flowers in the receptacles provided.

I. ALCOHOL

The carrying of alcohol drink and its consumption in the Cemetery is expressly forbidden.

J. LIABILITY

The Community Council will not be responsible for damage to or theft from motor vehicles parked in the Cemetery or for damage to or theft of flower vases, floral tributes, urns etc.