

STICKNEY 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 permitted in the Cemetery but must be **kept on a lead** at all times and must not be allowed to foul the Cemetery.
4. No vehicles are permitted within the Cemetery ground except those of:
 - a) A person duly authorised by the Council to perform any work within the Cemetery
 - b) A person who due to exceptional circumstances has been given prior permission by the Council

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 wilfully 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 their size and weight. Only materials specified in the permission form are to be used, and all joints of the memorial and foundation are to be properly secured.
8. No headstone less than 3 inches in thickness shall be used in the construction of any memorials unless permission is obtained from the Council.

9. Applications, signed by the grave owner, together with drawings of all proposed memorials and a copy of the inscriptions, must be submitted for approval before erection takes place. After approval the Mason must arrange a date and time of erection with the Council. The 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 or Council Representative. Before final fixing/securing takes place all memorials should be checked to ensure correct grave location and alignment.
11. In the cremation area, only approved design tablets (black with gold lettering) are allowed and must be erected on a concrete plinth that is flush with ground level. Tablet size must not exceed 12 inches by 12 inches.
12. All monuments must be placed at the head of the grave and kerbing, flat stones (other than on cremation plots), border stones or grave mounds will not be permitted in the Cemetery.
13. No headstone, monument or tomb shall be permitted to be erected over any grave in which the Exclusive Right of Burial has not been purchased. *Please note: Exclusive Right of Burial cannot be purchased for a common grave.*
14. No memorial will be allowed in the cemetery except on the condition that the memorial be erected and remain at the owners sole risk and the Council shall not be held responsible for any damage which may occur to the memorial.
15. 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.
16. 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.
17. 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.
18. No hewing or dressing of stones will be permitted.
19. Vehicles conveying memorials into the Cemetery must keep to the carriageways. Broad-wheeled trucks only must be used for removing memorials from the vehicle to the place of erection.
20. No ornaments of any type to be placed on any grave without the written consent of the Council.

INTERMENTS

21. 48 hours' notice (exclusive of weekends) must be given prior to any interment.
22. Burials and internment of ashes may take place at any reasonable time agreed with the Council
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 gives written consent.
25. All coffins must be placed with at least three feet of soil above them. All caskets and urns must be placed with at least one foot 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 six weeks. 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 by the Cemetery staff where possible. Where displaced tributes cannot be readily identified they will be collected and removed by the Cemetery staff.
27. 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.
28. Appropriate fees must be paid to Stickney Parish Council and are as stated on the attached list.

Clerk's duties at the cemetery:

- a. *To meet with the grave-digger or undertaker when any remains are to be buried in the cemetery or Garden of Remembrance and ensure the correct location is used, as per the Cemetery plan.*
- b. *To meet with the stone mason when setting memorials on the Garden of Remembrance to ensure they are correctly positioned, as per the plan for the Garden of Remembrance.*