COLLYWESTON PARISH COUNCIL
CEMETERY REGULATIONS

Collyweston Cemetery is a peaceful place. Keeping it tidy and properly maintained is not an easy task, especially for a small parish, and the Parish Council has had to introduce these rules about the design and use of graves to ensure the grass can be cut, paths kept clear of weeds, etc. Everyone has their own way of expressing their grief over the loss of a loved one, and the Council understands this, but it is essential that individual graves do not cause extra work for contractors, or distress visitors to other parts of the cemetery. However if you have something in mind that does not seem to fit within these regulations, please approach the Parish Council to discuss your idea.

There are statutory regulations that apply to all cemeteries. A copy of these can be viewed at the Chairman's address along with the Cemetery plan.

Individual regulations for Collyweston Cemetery are as follows: -

- Depth will conform to current statutory regulations
  - New cemetery: 9 feet by 4 feet (2.75m by 1.22m)
  - Memorial garden: 1 foot by 1 foot (0.30cm x 0.30cm)

Collyweston Parish Council maintains the cemetery, which includes mowing of grass (including graves), paths, hedges and walls, to a reasonable level. These regulations are to ensure this can be done as easily and safely as possible.

Funeral directors must arrange for excess spoil to be removed from the cemetery. Untidiness, even temporary, can be very upsetting for visitors to other graves and cannot be allowed.

Requests must be made, and permission granted in writing by the Parish Council, regarding placement of headstones/crosses, vases or memorial tablets, lettering sizes, wording and plaques.

**Burial Plots & Headstones or Wooden Crosses**

- Professional contractors may erect permanent headstones at the head of the grave, after six months.
- A temporary hardwood cross may be used during this period, bearing the name of the deceased, and normally supplied by the funeral director. This must be removed as soon as a permanent headstone/wooden cross is in place.
- A temporary hardwood cross may be left in place for no longer than 12 months.

One headstone/cross only may be permanently placed on each grave. The headstone size must be no larger than 3 feet (0.91m) high by 2 feet (0.61m) wide by 3 inches (76mm) thick. Where two plots have been reserved, a double headstone may be erected and must be no larger than 3 feet 0.91m) high by 6 feet 0.91m) wide by 3 inches (76mm) thick. Cross size is 3 feet (0.91m) high by 2 feet (0.61m) wide (at the cross section) and must be secured firmly in place. If in doubt, please ask.

A stone vase with an inscription may be used in place of a headstone. The vase size must not be more than 10 inches (25cm) in diameter and no more than 8 inches (20cm) high.
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All headstones/wooden crosses and vases must comply with the cemetery regulations and be approved in writing by the Council before being erected by properly licensed funeral contractors. No kerbs or gravel are allowed in any area. This is to allow grass to be cut easily and safely.

From time to time the Council will order a general levelling of ground in the cemetery, allowing of course for future settlement of any recent graves. This is to ensure contractors can cut the grass across the whole cemetery.

The bereaved relatives owning the rights of burial are responsible for maintenance and repair of all headstones/wooden crosses and vases, and the Council will not accept responsibility for damage unless it can be proven as contractors’ negligence. Any claims for negligence must be made to the Council in writing with as much detail as possible - including the name of the deceased person, plot number if known, and a description including the date of the damage.

Floral Tributes on Graves
Cut flowers, wreaths and artificial flowers may be placed on graves, within the measured boundaries, but must be removed when faded or decayed. The Council reserves the right to remove items considered untidy, to reduce any distress to other visitors to the cemetery. Glass containers, including jam jars, are not permitted on or around graves, as they may shatter or cause injury.

The planting of flowers, shrubs and trees on the surface of graves or the surrounding area is not permitted. Graves must remain grass at all times. This is for practical reasons to do with ground maintenance. Limited planting of small bulbs or plants directly in front of memorial stones may be allowed, but written permission must be obtained from the Parish Council first.

Memorial Garden (gravelled area only) reserved for the Interment of Ashes

each plot measures 1 foot by 1 foot (30cm by 30cm) with six inches (15cm) between each plot. Adjoining plots for spouse or partner will be placed behind the first plot.

Tablet memorials may be no larger than the size of the plot. A joint memorial tablet may be no larger than 1 foot by 2 feet (30cm by 60cm). Flower vases must be incorporated within the memorial tablet. The Parish Council cannot allow wooden memorials in this area, unless they are the temporary British Legion Memorial crosses.

The Parish Council reserves its legal right to have items removed that do not meet the requirements of these regulations. A letter will be sent to the relatives concerned giving one month to comply. If no action has been taken after one month, then the Parish Council has the right to make arrangements and the relatives will be invoiced for the work, unless a written letter giving a specific date of compliance has been received.