



BOX PARISH COUNCIL - CEMETERY RULES

Box Parish Council is the managing authority for Box Cemetery. It is our aim to ensure that the Cemetery remains a presentable, attractive and safe place for all who work or visit, both people and animals. We recognise the importance of a permanent memorial as a means of commemorating the life of a loved one; acting as a focus for grief, remembrance and deep reflection.

These regulations are not new, but have been updated and clarified because of the increasing number of mementoes which have made maintenance difficult and potentially unsafe for staff. Items can get in the way of, or get stuck in, mowing and strimming equipment, potentially hurting maintenance staff. It can also be very time-consuming avoiding and moving such items. Distress may be caused when such items are unintentionally damaged or moved during routine maintenance. The Cemetery Regulations are in place to avoid such problems occurring.

Fresh flowers are encouraged in the Cemetery but please remove all plastic and in line with the Council's climate strategy artificial flowers are no longer allowed.

It should be noted that Box Parish Council accepts no liability for any damage or loss occasioned to any items left in the Cemetery.

1. MEMORIALS PERMITTED

1. To reduce maintenance costs and safety risks, only headstones conforming to the council's specifications may be erected in the Cemetery.
2. The grave will be levelled and grassed over by the council sometime after settlement has taken place. (normally after 6 months).
3. No erection of a headstone (or replacement) or the laying of a memorial tablet (or replacement) or the making of an additional inscription on either, is to be carried out without the prior written permission of the Council.
4. Concrete, or any stone which is liable to crumble under the action of weather, is not permitted for a headstone.
5. No headstone is to be erected until six months after the interment.
6. The maximum height of the visible part of the headstone is 90 cm (3 ft), the maximum width is 76 cm (2'6"), the minimum thickness must be 7.5 cm (3"), maximum thickness 10 cm (4")
7. All new memorials are to consist of a headstone made of an upright, single plate (Monolith) in natural hard stone, set directly into the ground. This headstone will be installed by burying the required percentage of its height in accordance with the National Association of memorial Masons NAMM). All memorials (including replacements) erected in the cemetery will be installed in accordance with the standards laid down by NAMM in existence at the time of installation
8. Only the replacement of 'lawn' memorials will be permitted.
9. Kerbstones on new graves are not permitted.
10. All memorials must be engraved (or otherwise permanently marked) with the appropriate grave code number supplied by the Council.
11. Details of ALL new memorials, or changes to existing ones, including inscriptions, are to be submitted to Box Parish Council for approval before installation. There will be an application fee payable to the Parish Council in respect of all headstones, additional inscriptions etc which will form part of the stone masons' charges.

2. CONTAINERS, VASES, FLOWERS

a. Many headstones have an in-built vase facility, but a separate vase may be provided for the purpose of accommodating flowers and can be installed independently to the headstone in accordance with the following criteria:

b. i. The construction of the flower vase holder must be of the same materials as the headstone, no glass, plastic or ceramic vases please as these may cause potential safety issues for maintenance staff, visitors and wildlife. Similar to the design below.



- ii. It must be a minimum of 15 cm (6 inches) wide, by 15 cm (6 inches) long by 10 cm (4 inches) deep; and a maximum of 18 cm (7 inches) wide by 18 cm (7 inches) long, by 18 cm (7 inches) deep
- iii. This flower vase holder must be placed on top of a plinth directly in front of the headstone. This plinth must be a maximum of 23 cm (9 inches) long by 23 cm (9 inches) wide by 5 cm (2 inches) deep. The plinth must be recessed into the soil so that the upper surface is just below the surrounding ground level, a maximum of TWO of these vase facilities may be installed against any one headstone.
- iv. If there is no plinth, again, a maximum of TWO of the vase facilities, similar to those pictured above, or the metal spiked flower vase below, may be installed against any one headstone.



c. The formation of gardens is not permitted. Flowers, shrubs or other plants, must not be planted in a grave space because they could eventually cause subsidence or damage to adjacent graves and headstones and for this reason they will be removed by the Council without notice.

- 3. Memorabilia items, other than flowers, may be placed on the plinth of a headstone, but please ensure they are as secure as possible because items may become dislodged by animals or storms. The Parish Council accepts no liability for items placed in the cemetery.
- 4. Christmas wreaths are welcomed from 1st December but please will families kindly remove wreaths and Christmas memorabilia before 15th January, after this date Christmas memorabilia will be removed by our maintenance staff.
- 5. Dead flowers may be removed at any time. Flowers must be in proper containers. Glass and ceramic vases are not permitted.
- 6. If unauthorised items are placed in the cemetery, Box Parish Council will endeavour to contact family members, with a photograph, to explain any issue. A period of 3 months will be allowed for relatives to remove items. If no contact address is available then the Council will place a notice on the grave asking relatives to contact the Parish Clerk; again, a period of 3 months from the placement of the notice will be allowed. After this period Box Parish Council will remove the item/s and place in a box in the Chapel for collection; they will remain there for one month only.

3. GARDEN OF REMEMBRANCE

a. No memorials, nor vases or other objects etc. are permitted in the Garden of Remembrance (Scattered remains area). However, the laying of cut flowers is permitted.

4. CREMATED REMAINS SECTION

1. No memorial is to be installed, nor changes made to an existing one, without prior written permission of the Parish Council.
 2. Only horizontal, splayed tables are permitted. The size of this tablet must be 45 cm (18") by 30 cm (12")
 3. The tablet must be supported on a base. This base must be 60 cm (24") by 45 cm (18")
 4. The top of this base must be just below the level of the ground immediately surrounding it.
 5. All memorials are to be engraved, or otherwise permanently marked, with the appropriate grave code number supplied by the Council.
 6. Memorial tablets may be placed without delay after an interment.
 7. If required, a facility for incorporating a maximum of two flower vases may be incorporated within this tablet.
 8. The formation of gardens is not permitted. Flowers, shrubs or other plants, must not be planted in or adjacent to the interment space.
 9. Memorabilia items, other than flowers, may be placed on the splayed tablets, but please ensure they are as secure as possible because items may become dislodged by animals or storms. The Parish Council accepts no liability for items placed in the cemetery.
 10. Christmas wreaths are welcomed from 1st December but please will families kindly remove wreaths and Christmas memorabilia before 15th January, after this date Christmas memorabilia will be removed.
 11. Dead flowers may be removed at any time. Flowers must be in proper containers; no glass, plastic or ceramic vases please as these may cause potential safety issues for maintenance staff, visitors and wildlife.
7. If unauthorised items are placed in the cemetery, Box Parish Council will endeavour to contact family members, with a photograph, to explain any issue. A period of 3 months will be allowed for relatives to remove items. If no contact address is available then the Council will place a notice on the grave asking relatives to contact the Parish Clerk; again, a period of 3 months from the placement of the notice will be allowed. After this period Box Parish Council will remove the item/s and place in a box in the Chapel for collection; they will remain there for one month only.

5. GREEN BURIALS AREA

No headstones or other markers are allowed in the Green Burial area.

6. **DOGS** Dogs on leads are allowed in the cemetery but please clear up after your dog.

7. **ALCOHOL** No alcohol will be permitted anywhere in the Cemetery