

**MATTERSEY PARISH COUNCIL  
EXTRACT FROM REGULATIONS FOR MEMORIALS**

**1. Eligibility**

Memorials may only be placed on a grave space for which an Exclusive Right of Burial has been purchased. Documentation regarding the transfer of ownership of Exclusive Right of Burial can be obtained from the Clerk to the Council. An application for any proposed memorial or amendment to an inscription together with the appropriate fees **must be approved by Mattersey Parish Council before any work can be commenced. No permanent memorials shall be fitted until six calendar months after burial. Any unauthorised memorial or tombstone will be removed by the Council in accordance with article 14 of the Local Authorities Cemetery Order 1977 and shall be at the expense of the grave owner.**

**2. Approved Monumental Masons**

All work undertaken must be undertaken in accordance with the current code of practice issued by the National Association of Monumental Masons. Evidence of a policy of insurance must be produced to cover the liability of the stonemason to the sum of at least £2 million. Anyone erecting a monument within the cemetery not in compliance with these regulations will be required to remove the said memorial and pay all costs involved.

**3. Maintenance**

The responsibility for the safety and upkeep of any memorial within the confines of the cemetery remains solely with the owner(s) of the grave or successor(s) in title. In the event of a memorial falling into disrepair and the necessary repairs not being carried out within 6 months after notice from the Council, the memorial may be removed by the Council in accordance with the provisions of Schedule 3 to the Local Authorities Cemetery Order 1977.

**4. Memorial Specifications**

No memorial or tribute must exceed the following dimensions:

Single grave 1981mm x 762mm (6'6" x 2'6")

Double grave 1981 x 1981 (6'6" x 6'6")

All Headstones must have the grave number, date of birth and date of death permanently inscribed.

Headstones on a single grave:

- Will be placed at the head of the grave
- must not exceed 3'6" in height and 2'3" in width
- shall not be less than 3" in thickness

A headstone on a double width grave:

- will be placed at the head of the grave and have a kerb across the rear of the headstone extending to the outer confines to show that the memorial covers two grave spaces
- must not exceed 3'6" in height and 5' in width

Only one headstone per grave space is permissible and be of a material approved by the Parish Council. Fixings must be in accordance with National Association of Monumental Masons approval.

Tablets must be set on a foundation slab of minimum 2" thickness and exceeding the dimensions of the memorial by not less than 2" nor more than 4". Those situated within the main cemetery must be manufactured in one piece and be 1'8" from front to back, 1'6" wide and 4" thick at the back and 2" at the front. Those situated within the cremation garden section must be manufactured in the same way and be 1'6" x 1'6" and 2" minimum thickness.

Temporary memorials may be placed on the grave for a maximum of 9 months and shall be a brass plate mounted on a wooden construction not exceeding 3' in height, 2'3" in width and 4" thick.

No memorial constructed of Caen, Bath or other free stone of a soft nature will be permitted in the cemetery.

Kerbstone edgings surrounding the grave will not be permitted.

Railings and chains are not permissible on graves or monuments. No monument or fence constructed of plastic, wood, glass, ferrous metal or tiles are permitted.

**5. Hours of work**

All work must be carried out during normal opening hours of the cemetery. No work is permitted on Sundays, Christmas Day, Good Friday or whilst a funeral service is being carried out within the cemetery.

**6. Removal of memorials**

The Parish Council must be informed in advance of the removal of any memorial from the cemetery.

**7. Miscellaneous**

The Council reserves the right to

- Remove any memorial which, in the opinion of the Council disfigures the cemetery, offends public decency or is in a derelict or unsightly condition.
- Exclude or remove from the cemetery any memorial not executed in a workmanlike manner or from sound materials.
- Remove any memorial, tree or plants which have been erected without prior consent in any part of the cemetery.