



## Leverington Parish Council

### PARISH CEMETERY REGULATIONS. ASHES CHAMBERS

**The cemetery is designated a Lawn Cemetery which means that all ashes chambers conform to the requirements of the burial plots. Shrubs, trees, bushes, ornaments, candles, balloons, flags, banners or anything other than flowers etc., may not be placed on any chamber. Lights are not permitted. Any of these will be removed in the weekly inspection. Flowers should only be placed in non- glass receptacles on the memorial, not on the gravel.**

1. In these Regulations, unless the context otherwise requires, the word 'Council' means the Parish Council of Leverington, the Burial Authority.
2. Interments shall take place between the hours of 10.00 and 3.30 hours.
3. All enquiries concerning the use of the Cemetery should be made to The Parish Clerk, Mrs. B.D.Boyce, Pingle Lodge Farm, Upwell. PE14 9BN. Tel: 01945 773357.  
E mail: [lpccparishcemetery@gmail.com](mailto:lpccparishcemetery@gmail.com) on council business, an answer phone is available for messages to be left outside office hours. These are 10.00am to 12.00 midday. Monday to Friday. Leave your name, telephone number and message.
4. All fees must be **PAID IN ADVANCE** and made payable to *Leverington Parish Council (Parish Cemetery)* and sent to the Parish Clerk or by internet banking. (See forms).
5. The form of Notice of Interment must be received by the Parish Clerk not later than one week prior to ashes interment. In the case of a proposed interment of ashes into an earthen grave, not later than ten days prior to the date of the interment. The Council reserves the right to refuse to accept a notice of interment in special circumstances.
6. The Council will not accept responsibility for the proper performance of any direction or request conveyed to it by telephone. Written requests by email or post are acceptable.
7. All preparations of ashes chambers will be the responsibility of the Funeral Director, Undertaker or Stone Mason concerned, the infill of sand to be provided by this person. Surrounds must be left tidy and free of any litter.
8. A certificate from the Registrar of Deaths of the registration of cremation, must be produced to the Parish Clerk or representative of the Council prior to the interment.
9. The chamber will be allocated by the Council or a committee or officer approved by it. The wishes of the persons applying will be taken into consideration and met as far as may be

deemed practicable and a fee is charged if the person wishes to choose a chamber.

However, the council may have to act in the interest of the cemetery.

The purchase of the next chamber is allowed but only two urns can be inserted in one chamber.

The Council reserves the right to placing a mark of reference to all chambers

10. In the event of Notice of Interment being cancelled after work on the preparation has commenced, the Council will require payment to cover the costs already incurred.
11. The Undertaker or other person having charge of the ashes must arrange previously with a Minister or other person to conduct any religious or committal procedure.
12. After interment of ashes, a book supplied for the registrations of all burials shall be filled in and signed by the responsible person or official.
13. Car parking is available for a maximum of ten cars.
14. Smoking is strictly prohibited. It is preferable for mobile telephones to be on silent mode within the Cemetery. All persons entering the Cemetery must conduct themselves in a quiet and orderly manner and not stand or sit on any grave or monument. Any person seen picking or damaging shrubs, trees or flowers will be prosecuted.
15. Children will not be permitted in the Cemetery unless in the charge of a responsible adult. No dogs (or other animals) except guide and assistance dogs will be allowed into the cemetery.
16. When circumstances render it desirable to deviate from any of the above Regulations, a special application must be made to the Parish Burial Authority (Leverington Parish Council).

### **REGULATIONS RELATING TO MEMORIAL TABLETS**

**N.B. All tablets must be mounted on the numbered slab provided with no alteration to the slab.**

1. The Council reserves the right without giving any notice whatsoever:
  - 1.1 To remove any tablet which is not being maintained in a position and in a manner to the satisfaction of the Council.
  - 1.2 To remove any tablet or alter its position if such a course appears to the Council to be desirable, in order to preserve the amenities of the cemetery.
  - 1.3 To remove and replace any tablet so that the opening of a chamber may be facilitated.
  - 1.4 **To remove any unauthorized tablet, memorial plaque, flower container, stone chippings, kerbs and planted flowers, shrubs and trees.**

In the event of the exercise by the Council of the rights reserved in the above points, any expense incurred by the Council shall be recoverable from the persons to whom the tablet or plaque belongs.

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2. Prior to the placing of any tablet on a chamber, **the Parish Council's consent must be sought** by completion of an application form obtainable from the Parish Clerk or Stone Mason. The form must include all dimensions, proposed inscription, choice of materials and include a sketch. When approved, a signed copy of the form will be returned to the stone mason. Tablets can be of black or grey but must adhere to dimensions laid down by the Council. For any other suggested requirements contact the Council.
3. No tablet may be removed from the cemetery by any person other than the Council, until the consent in writing of the Owner of the tablet has been deposited with the Parish Clerk.
4. No responsibility will be accepted by the Council for the safe keeping of or damage to any tablet memorial.
5. Tablets must be prepared ready for fixing before being taken into the cemetery and masons and other workmen must provide and afterwards remove all tools, planks, blocks etc. required in the work of erecting headstones.
6. Masons and other workmen will not be permitted to the cemetery before 8.00 and must leave by 16.00 hours. Work will not be permitted at weekends or public holidays.
7. Masons or other persons engaged in the erection, renovation or repainting of any tablet must perform the work expeditiously and in all respects in accordance with these regulations. The work must be carried out at the sole risk and liability of the person executing them and any damage caused by or in the execution thereof shall be made good to the satisfaction of the Council or other persons whose property is so damaged.
8. Masons or other persons engaged in the erection, renovation or repainting of any monument are prohibited from exhibiting their addresses on memorials erected in the cemetery.
9. All monuments must be properly fixed to the existing reinforced concrete plinth for stability.
10. Provision for flowers must be incorporated into the memorial or small enough to fit on the base stone, not on the gravel.
11. All flowers etc. must be placed either in the tablet receptacle or stood on the tablet in a receptacle of a durable material which if damaged will not create a health and safety hazard. Items placed in glass or china receptacles or similar materials will be removed. Wreaths may stay on tablets for 4 weeks. However, at Christmas, wreaths may stay until 31<sup>st</sup> January of the New Year, and at birthdays etc., special tributes may stay for one week.. The Council inspection representative will have the right to remove all dead flowers. Solar lights advertise an area encouraging unfavourable activity therefore, they are not allowed in this parish cemetery.
12. The Council reserves the right to refuse permission for a tablet if the style, materials or inscription is unsuitable or inappropriate to the dignity of the cemetery.
13. A temporary plaque may be erected on the existing slab for a maximum of 3 months.

14. DIMENSIONS FOR MEMORIALS

15. These are the Maximum dimensions allowed. For any other size or shape, contact the Clerk.

Ashes memorial tablet	18 x 18 x 4/2
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A concrete slab/base is provided for ashes memorial tablets. No other base is allowed.

1. Ashes Section  
The inscribed memorial tablet may contain 2 flower containers. The concrete slab may be used as a plinth for an inscribed stone flower container if no tablet is erected. The maximum permitted height of the flower container is 12"
2. Ashes Wall Memorial Plaque  
Single memorial plaques shall be 170mm by 360mm in black granite with gold lettering.
3. Tree plaque  
One size only.
4. Bench plaques  
One size only.

Leverington Parish Council  
(Burial Authority)