

All memorials must be solid stone, marble or granite.

The lawn grave memorial must measure no more than three feet high, two feet wide and a maximum of six inches thick (or metric equivalent).

The cremated section memorials must measure no more than two feet high (or metric equivalent).

The name of the Stonemason may be discreetly inscribed in an appropriate place on the memorial. The **address and/or contact details** for the stonemason are **not** however permitted.

All memorials on all graves must be fixed on a solid foundation.

All those purchasing a memorial must have it fixed or re-fixed in accordance with National Association of Memorial Masons's Recommended Code of Working Practice.

All work shall be subject to the approval of the Council Administration Staff and any person carrying out works **must** adequately protect grass, borders, and adjoining memorials.

No memorials or materials may be taken into the Cemetery before 8.30 am on any working day or on Saturdays, Sundays or Public and Bank Holidays unless the prior consent of the Council Administration Staff has been obtained.

All persons employed in fixing, painting, or restoring memorials, etc, must leave the Cemetery by 4.00 pm **or** the hour at which the staff cease work (whichever is the earlier.)

All dressing or working of stone or other materials to be used in or about any grave or memorial shall be undertaken outside the Cemetery, except such work which cannot be carried out elsewhere. No working is permitted on roads, walks, or adjoining graves.

All materials shall be carefully removed from the vehicles conveying them and neatly piled or placed at the place where they are to be used.

All memorials and materials must be conveyed into the Cemetery in such a manner as not to cause any damage to roads, walks or turf.

On completion of works all surplus materials **must** be removed and the whole site cleaned and left in a satisfactory condition.

A Declaration must be completed by the person who has fixed the memorial and submitted to the office without delay.

Contravention of the regulations may result in removal of the memorial.

Any person contravening these Regulations will not be allowed to carry out any further work within the Cemetery.

We may ban any person that we find trying to get business within the cemetery from entering the Cemetery in the future.

The Committee reserves the right to alter these regulations at any time without prior consent; the amended regulations must be abided by.

**Amble Town Council,
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AMBLE TOWN **COUNCIL**

WEST CEMETERY REGULATIONS **FOR MONUMENTAL MASONS.**

(Abridged version- full regulations available at
Superintendent/ Town Council Office)

Anyone visiting the cemetery and its grounds must follow these regulations and any instructions that staff may give them when they are in the cemetery.

Visitors Visitors must keep to the footpaths wherever possible and must act with respect at all times.

There must be no damage to anything within the cemetery grounds. Anyone causing damage is liable to prosecution.

All litter must be deposited in the waste bins provided. Only genuine Cemetery rubbish is to be placed in these bins.

The permission of the staff shall be obtained before photographing any objects in the Cemetery or grounds.

Under the provisions of the Local Authorities Cemeteries Order 1977, it is an offence for a person to willfully:-

- a. create any disturbance in a Cemetery;
- b. commit any nuisance in a Cemetery;
- c. interfere with any burial taking place in a Cemetery;
- d. interfere with any grave or vault, any tombstone or other memorial, or any flowers or plants in any such manner;
- e. play at any game or sport in a Cemetery;
- f. enter or remain in a Cemetery when it is closed to the public, unless authorized by the Council to do so.

Persons who contravene these provisions shall be liable, upon conviction, to a fine.

Vehicles *All monumental masons' vehicles must be parked outside the cemetery after the delivery of the memorial.*

Memorial permits must be approved and signed by Council Administration Staff before erection is carried out.

Dogs The only dogs allowed in the Cemetery are guide dogs for the blind.

Enquiries The Office staff are there to answer genuine queries. If they are unable to answer a particular query, the Council Administration Staff will bring it to the notice of the Committee for a response. The offices are closed at weekends and on bank and public holidays.

Council Administration Staff and Contractors are not allowed to receive tips or any other gifts. The Council Administration Staff will issue printed receipts for any money paid to us.

A plan of the Cemetery is available in the Council office for you to look at by appointment during working hours.

Memorials.

The installation of new memorials, renovation of existing memorials, and added inscriptions to memorials is carefully controlled by the Amenities Committee to ensure that:

- a) work is only carried out with the authority of the registered owner/s of the Rights of Burial,*
- b) that all memorials comply with Committee Regulations applicable to the erection and maintenance of memorials, and work is carried out in a manner that will ensure that all Health & Safety regulations are adhered to.*

Memorials and surrounds may not be erected over any grave in which the Exclusive Right of Burial has not been purchased.

Applications for memorial work must be submitted to the Council Administration Staff for approval under delegated powers or to be put before the Amenities Committee for acceptance/non-acceptance. This application must be made in the form recognized by the Committee and must include the name and address of the **monumental mason, who must be qualified**, who will carry out the work, the material and measurements of the memorial, the wording of the inscription and a diagram of the proposed memorial.

The application form must contain the full names of the registered grave owner/s and their signatures to give permission for the work to be done.

No memorial may be fixed **until** formal written approval is given by the Committee and a Permit issued.

The Permit slip **must** be signed before the memorial is permitted to be erected.

No memorial shall be altered or interfered with after it has been erected in the Cemetery in accordance with the designs submitted to and approved by the Committee.

No inscription may be cut, nor work of any kind undertaken to any memorial within the Cemetery without the prior written consent of the Council Administration Staff.

No memorial shall be removed from a Cemetery for the purpose of cutting an additional inscription until the formal written approval of the Council Administration Staff has been given in respect of the proposed addition(s).

All monuments erected after 1st May 2018 should be insured- please advise owners about this procedure and send a copy of the insurance to the Council.

No monument, gravestone, memorial tablet, plaque, kerb, post, fence, railings, chippings, or the like shall be placed or erected upon or about the sown area of any grave. We do not allow crosses made of wood.