

## **ILMINSTER TOWN COUNCIL**

### **NEW ROAD CEMETERY**



Town Clerk  
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**The content of these rules and regulations do not override or supersede the Ilminster Town Council byelaws.**

## **RULES AND REGULATIONS – MEMORIAL MASONS**

### **1.0 Monumental Masons**

- 1.1 A current copy of a monumental mason's public liability insurance, 'certificate from insurer' (minimum value £5,000,000) must be produced to the Town Council before any work is carried out in the Cemetery on an annual basis.
- 1.2 A current copy of a monumental mason's registration/membership of the National Association of Memorial Masons or British Register of Accredited Memorial Masons must be produced annually to the Town Council before any work is carried out in the Cemetery.
- 1.3 Monumental masons must guarantee their work for a minimum of 10 years.

**Monumental masons will liaise with the council for an agreed installation date and time.**

**Monumental masons will return the completed form along with a photo within 5 days of installation.**

### **2.0 Memorials**

- 2.1 No memorial may be placed or removed, or an inscription added to an existing memorial, without written permission. The appropriate form must be submitted in the first instance to the Town Council and the appropriate fee be paid.
- 2.2 The Exclusive Right of Burial must be purchased before an application to purchase the Right to place a memorial can be granted. Memorials purchased by persons other than the Grantee of Exclusive Rights are ultimately the responsibility of the Grantee.
- 2.3 Memorials are the private property of the grantee and must be maintained in a good and safe condition, the council strongly advise appropriate insurance cover.
- 2.4 Memorial rights are initially granted for a period of 50 years. Applications can be made to extend this right at the end of this period.
- 2.5 The 'Application to Erect a Memorial or Add an Inscription' form must be signed by the holder(s) of the Exclusive Rights of Burial.
- 2.6 The Town Council may refuse to permit memorials considered inappropriate or that would cause offence.

- 2.7 All memorials must be constructed of best quarried materials. Materials which are likely to perish, become unsightly or pose a danger must not be used.
- 2.8 Memorials and vases of quarried materials **must** have the number of the grave space cut conspicuously on the back. Monumental masons may display their name on the back in letters not exceeding 2.5cm (1 inch). Photographs are not allowed on memorials unless they are an integral part of the headstone.
- 2.9 All memorials must be installed in accordance with British Standard 8415. Memorials removed for an additional inscription or for repair must be returned and fixed according to British Standard 8415.
- 2.10 Any flower vase or other container is to be an integral part of the memorial.
- 2.11 The person responsible for erecting, fixing, moving, or transporting the memorial must provide all necessary tools, equipment, and labour necessary for that purpose.
- 2.12 The person responsible for erecting the memorial must move all spare soil to the area designated in the Cemetery and clean up after the completion of the work.
- 2.13 The Town Council **must** be informed when any work is going to take place in the Cemetery.
- 2.14 No hewing or dressing of memorials is permitted within the Cemetery.
- 2.15 The Town Council has the authority to remove or alter a memorial in any way deemed necessary or desirable for the due order of the cemetery. Before taking any action, the Council will attempt to contact owners and families.
- 2.16 The Town Council will remove, or cause to be removed, any glass jar and vase or any other object considered to be a hazard to public safety or to Council staff, from any grave without notice.
- 2.17 Any new plots will not be allowed kerbstone surrounds, fencing, chippings, railings, gravel, or shingle on any type of plot. (Flat Stones will be considered at the discretion of the Town Council) Pre-existing plots must be maintained to its original condition.
- 2.18 The maximum height of a headstone is 107cm (3ft 6ins) for a Burial plot and 60cm (2ft) for a Cremation plot.
- 2.19 Wherever possible memorials should be placed on **undisturbed** ground.
- 2.20 No memorial is to be removed for any purpose without the previous consent of the Town Council.
- 2.21 Where a burial of ashes has taken place within a burial plot with an existing headstone, one raised tablet (or flat stone at the discretion of the Town Council) may be allowed immediately in front of the existing memorial, subject to approval by the Town Council.
- 2.22 The Town Council **will not be** liable for damage to any head stone or memorial however it may be caused.
- 2.23 The Town Council may authorise removal of memorials from private graves where the period of right of burial has expired.

- 2.24 All memorials shall be kept in good repair by the owner and if not so may be repaired or removed at the discretion of the Council and at the expense of the owner.
- 2.25 Existing kerbstone memorials may be infilled with a liner and 10-20mm ( $\frac{1}{2}$ -1in) chippings in a natural colour.