

Committee: Full Town Council

Date: 25th April 2023

Title: Cemetery Rules & Regulations

Purpose of Report

For members to consider the new Cemetery Rules & Regulations, to be effective from 1st May 2023.

Recommendation:

Members resolve to accept the amendments for the Cemetery Rules & Regulations as proposed in the Appendices taken to the Full Council meeting.

Background:

1. There are 3 sets of Rules and Regulations for Ilminster Cemetery – the current versions of which accompany this report.
 - i) **Appendix 15A** - General – Cemetery Rules & Regulations
 - ii) **Appendix 15B** - Funeral Directors – Cemetery Rules & Regulations
 - iii) **Appendix 15C** - Memorial Masons – Cemetery Rules & Regulations
2. All Rules & Regulations are published on the Ilminster Town Council website and paper copies are issued at appropriate times, such as when plots are purchased or transferred and when a request is made for a memorial.
3. The Rules & Regulations were last reviewed and updated on 11 April 2017 at the Open Spaces Committee. Suggesting a review every 4 years.

Minute no: 225 Open Spaces Committee

The Chair of the Open Spaces Committee provided an oral update on relevant matters and presented the recommendations made by the Committee meeting held on 11 April 2017.

Cemetery Rules and Regulations

Issues discussed included.

- *“Unsuitable” is subjective when describing tributes.*

RESOLVED

- I. *that the timescale for the removal of wreaths and cut flowers is changed from 3 months to 6 weeks. Artificial flowers / plant / material tributes will be left for a minimum of 6 weeks but may then be removed at the discretion of the Open Spaces Team*

- II. *That the rules for Memorial Masons states the need of membership of the National Association of Memorial Masons or the British Register of Accredited Memorial Mason*
- III. *Ornaments which can be safely placed on the memorial stone base to allow ease of upkeep of the cemetery. Ornaments to be restricted to one ornament no larger than 25cm by 15cm and one smaller ornament no larger than 15cm by 10cm. If they are deemed to cause problems with the proper maintenance of the cemetery they will be removed and retained by the Open Spaces Team for a minimum of 12 months and returned to the owner upon request within that 12 month period.*
- IV. *Unightly ornaments or ornaments deemed to be a detriment to the cemetery will be removed and retained by the Open Spaces Team for a minimum of 12 months and returned to the owner upon request within that 12 month period.*
- V. *The final arbiter of what is deemed unsightly will be the Open Spaces Committee*

Report:

- 4. This report has been considered at Open Spaces Committee on 4th April 2023.

23-0009-OS Cemetery Rules

Members discussed the updated Cemetery rules. Discussions included the wording of some of the rules. Officers will meet with the Chair/Vice Chair of Open Spaces to review the wording of the rules and bring them back to the next full council meeting as an agenda item. Members have requested a copy of the proposed rules are sent to all Members ahead of the meeting for them to review.

Discussions were held regarding certain wording.

The Open Spaces Chair and Vice Chair have since agreed that it is acceptable terminology following further investigations that the wording is used across the industry.

- 5. The 3 sets of Rules & Regulations are attached in **Appendix 15A, 15B,15C**. Proposed changes are highlighted in red.
- 6. The existing Rules & Regulations for Ilminster Town Council have been compared against Rules & Regulations of Chard, Crewkerne and South Petherton councils. They are very similar to our Town Council Rules and some amendments have been made against these. Other amendments have been made from recommendations from Officers and members of the public.

7. The Rules and Regulations meet the requirements of the Local Authorities Cemeteries order 1977.
8. Officers refer to ICCM when required.

**Allison Brown
Administration Officer
April 2023**