



## Cemeteries Service – Information Sheet 1

**Please help us to maintain the cemetery effectively and respectfully by ensuring that anyone who may visit or tend the grave reads the following, as this may help to prevent unnecessary upset in the future.**

- Cemetery visitors' vehicles may only use the main drive of the cemetery. The side roads and paths are for access to graves by staff vehicles only or for pedestrian use, and not for use by unauthorised private motor vehicles.
- Rights of burial are granted for fifty years. You have the right to a burial only during this time. Extensions may only be granted on expiry of the fifty years and upon payment of the prescribed fee and production of the original deed. Graves may also be purchased in advance for future use.
- Wreaths and floral tributes placed on the grave at the time of the burial may remain for approximately three weeks; after this they will be removed to tidy the grave and allow settling and reinstatement to occur. Christmas wreaths will be removed from February onwards. Kerbs removed to facilitate a burial in a re-opened grave may not be replaced.
- Graves will be left to settle for up to three months, after which time topsoil and seed will be used to lawn the grave. Grave owners should not disturb the grave surface for any reason after topping up has taken place.
- It may occasionally be necessary to store soil from a grave dug nearby on other graves; where this takes place we will protect each grave with boards and ensure that the soil is removed immediately after the burial.
- High Peak Borough Council's cemeteries are **lawn cemeteries**. If the grave deed owner wishes, the grave may be permanently marked at the head of the grave only, by an authorised memorial, upon submission of a permit application form and payment of the prescribed fee. **Kerbs, railings, fencing, edging, slabs, gravel or gardens are NOT permitted on or around any grave surface.**
- **For safety reasons, please don't place breakable items such as solar lights, glass and pottery containers or ornaments, and pebbles or gravel, on or around the grave surface, as they may be removed without notice. Please don't plant trees, shrubs or plants on any grave surface – again they may be removed without notice. Spring flowering bulbs may however be planted in an unfenced six inch strip directly adjacent to the headstone – the rest of the grave surface must remain lawned and will be mowed regularly.**
- If items are to be placed on the grave as a temporary memorial before a headstone is placed (e.g. a plant in a plastic pot or a cross) they should be placed at the head

of the grave on the area set aside for the headstone only – and not on the grave surface itself.

- Permanent memorials may not be placed on graves for six months after a ‘coffin’ burial has taken place to allow settling and reinstatement to occur (does not apply to ‘concrete plinth’ graves numbered 7000+ at Glossop). The placing of any memorial headstone or other memorial item on a grave without permission may result in the item being removed without notice and at the owner’s expense.
- Applications for the Council’s permission to erect, replace or inscribe a memorial are usually made via the memorial mason acting on behalf of the grave deed owner. Memorials will not be permitted until a confirmed burial booking has been made for the grave. The application form must detail the grave number, memorial size, colour, material, construction and installation technique, and address and phone number of the purchaser and monumental mason. Applications must be submitted before the memorial is manufactured, as a refusal may be extremely costly or distressing. Any memorial that does not fall within our size regulations will be individually assessed.

NAMM approved ground anchor fixings must be used to install all new, newly inscribed and replacement memorials of 20 inches height or more. Once a memorial has been erected, the grave deed owner or their next of kin will be held responsible for the future maintenance and safety of the memorial.

Any memorial considered unsafe by the Council will be made safe (this may involve laying the memorial flat if deemed necessary). Attempts will then be made to contact the owner to repair the memorial. It must then, without due delay, be repaired professionally by an approved memorial mason at the owner’s expense. Failure to do this will result in the memorial being part-buried, laid down or removed from the cemetery.

The Council accepts no responsibility for any damage to memorials, as the memorials are placed in the cemetery at the owner’s risk. We therefore recommend that you have your memorial professionally inspected and repaired if necessary by a memorial mason at least every five years and that grave deed owners insure their memorial against all risks. Your memorial mason, funeral director or the Council can give you information about memorial insurance.

- Should the grave deed owner change address it is essential that the Cemeteries Service is immediately informed. This helps us to contact you if any future work is required to your grave or memorial.
- The purchase of a grave confers no other right to the deed owner than that of burial in the grave plot. High Peak Borough Council retain ownership of the grave throughout the 50 year period of the deed and therefore retain responsibility for maintenance of the grave. The memorial is the memorial owner’s responsibility to maintain, failure to do so may result in removal.
- If you require any further information please contact us at Cemeteries Service, PO Box 136, Buxton, SK17 1AQ

Telephone: 0345 129 7777 or 01298 28400 (ext. 2068) during office hours.

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