



## **Appendix B**

### **Rules & Regulations - Right to Place Memorial/Type of Memorial Permitted**

#### **Memorials for Full Burial Plots**

Plots for interment of coffins at Charfield Burial Ground are 5ft x 10ft (unless specifically for an infant and these are 4ft x 7ft). The first phase of burial plots is adjacent to plots for interment of ashes – by the wall between St James Church Yard and New Burial Ground. Single or Double plots can be reserved/purchased.

In accordance with current BRAMM guidelines, a minimum of 6 months must have elapsed between the interment and placing/installation of a memorial.

It is the responsibility of the monument owner for any remedial works to toppling or tilted monuments and the Burial Authority reserves the right to pursue the monument owner for costs incurred for emergency remediation.

All designs (including dimensions/materials/proposed wording/inscriptions) **MUST** be submitted to the Clerk to Parish Council in order for approval to be sought from the Burial Authority.

Once permission has been granted – the Clerk will send the certificate (granting right to place a memorial) and invoice to Memorial Mason. The certificate will detail the grave space number – which must be clearly marked on the memorial.

Once the memorial is completed the Memorial Mason **MUST** let Clerk know when they will be attending to erect memorial. The Clerk will meet Memorial Mason at Burial Ground so that the correct plot can be located according to Burial Records.

All Memorials must be installed to NAMM approved systems (in particular Lawn Memorials must use Ground Anchor system).

The table below details the type of memorial the Burial Authority will allow to be placed/installed by a plot of 5ft x 10ft in size (see next sheet for information on Children’s Memorials). Please note that if a double plot is purchased – only one type of memorial is to be placed at the plot. The max size lawn memorial allows enough space for 2 inscriptions.

<b>DETAILS</b>	<b>DESCRIPTION OF WHAT IS PERMITTED AT CBG</b>
<b>Type of Memorial</b>	Tablet, Desk, Vase, Book, Scroll or Lawn Memorial. Strictly NO Kerb Sets.
<b>Shape of Memorial</b>	Shaped memorials are permitted – so long as meet regulations regarding size and material and colour. The Burial Authority reserves the right to refuse a shape if it is felt not in keeping with the Burial Ground. Examples of shapes that will be permitted over and above standard churchyard memorials – books, scrolls, hearts.
<b>Size of Tablet/Desk</b>	Maximum = 2ft x 2ft (a vase may be incorporated in design in same material).
<b>Height of Tablet/ Desk</b>	Up to a maximum of 6” for Tablets/Desks (these are normally higher at the rear of the memorial and placed on a slant).



<b>Size of Book/Scroll</b>	Not to be larger than a small lawn memorial 24" x 17" x 3" head on a base of 20"x12"x3"
<b>Height of Book/ Scroll</b>	Standing from the ground – including the base to a Maximum of 27".
<b>Size of Lawn Memorial</b>	Up to a Maximum of 27" x 21" x 3" for the Head and 24" x 12" x 3" for the Base. This is the size of most 'Medium' Lawn Memorials.
<b>Height of Lawn Memorial</b>	Standing from the ground – including the base – to a Maximum of 30".
<b>Material</b>	NATURAL STONE - Yorkshire Stone, Crown Stone, Sandstone, Brown Sandstone, Grey Sandstone. GRANITE (not highly polished – eggshell/dull finish like Church Yards) – Karin Grey, Surf Grey, Abbey Grey, Warwick Grey, Autumn Brown.
<b>Colour</b>	Grey (light), Brown (light)
<b>Vases</b>	1 vase allowed to be incorporated in any of the memorials, be they tablet, desk, scroll or lawn memorial. On certain Lawn Memorials a second vases may be permitted. Should you choose just to have a simple Vase and no other memorial – this is permitted – so long as it is in a material stated above. It isn't permitted to have a memorial and then a separate vase – UNLESS there is no way for vase to be incorporated and it has been agreed at the outset/application stage.
<b>Ornamentation</b>	Chiselling of memorial is allowed to create patterns (such as scrolls in books or flowers). No lasering permitted, Sand Blasting and Hand Etched Designs are to be kept to a minimum, and aren't to be in colour or gold and as below no photo/pictures to be incorporated.
<b>Lettering</b>	Incised and painted or Hand Cut Engraved (not raised and not gilded or leaded and paint should be in keeping with colour of memorial ie black, grey or brown). No restrictions on font/size of lettering.
<b>Miscellaneous</b>	Tablets/Desks - The foundation block that these sit on must be the same material as the memorial, not concrete. Books/Scrolls and Lawn Memorials - The foundation must not be visible above ground for Lawn Memorials (no concrete should be visible). The Base MUST be the same material as the memorial. No pictures/photos to be incorporated into memorial.

Further information can be found on Burial Ground Website [www.charfieldburialground.org.uk](http://www.charfieldburialground.org.uk).

*Reviewed April 2017*

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