

Crewe & Nantwich Borough Council
CEMETERIES & CREMATORIUM

RULES AND REGULATIONS

Made under **Section 214** of the **Local Government Act 1972** and **Section 3** of the **Local Authorities' Cemeteries Order 1977**, by the Crewe and Nantwich Borough Council, in the County of Cheshire, acting as the Burial and Cremation Authority for the proper management, regulation and control of:-

Crewe Cemetery and Crematorium, Market Close, Crewe; Nantwich Cemetery, Whitehouse Lane, Nantwich; Weston Cemetery, Cemetery Road, Weston; Coppenhall Cemetery, Reid Street, Crewe, and the conduct of burials and cremations therein.

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DEFINITION OF TERMS

Reference throughout these Regulations to:-

- a) **“The Burial and Cremation Authority”** means Crewe and Nantwich Borough Council.
- b) **“The Council”** means the Council of the Borough of Crewe and Nantwich.
- c) **“The Cemeteries and Crematorium Manager”** means the person appointed as such by the Burial and Cremation Authority to act on their behalf. In these Regulations, references to the Cemeteries and Crematorium Manager shall, where the context, so admits, include an officer appointed by the Manager or acting on the Manager’s behalf.
- d) **“Executive Director, Direct Services”** means the person appointed by Crewe and Nantwich Borough Council with overall responsibility for the Council’s Cemeteries and Crematorium.
- e) **“The Cemeteries and Crematorium Office”** means the Cemetery Office, Market Close, Crewe, Cheshire, CW1 2NA.
- f) Any other word, term or phase appearing herein shall have the meaning assigned to it by the Order.
- g) Any indemnity or disclaimer of liability herein shall be constructed for the benefit of the Council, its Members and Officers, employees and agents.
- h) Nothing in the context of these Regulations shall prejudice the right of the Burial and Cremation Authority to exercise its powers under the **Crewe Corporation Act 1949**.

OPENING TIMES

1. The Cemetery and Crematorium Office is open for the purpose of providing information and advice appertaining to any matter connected with cremation or the cemeteries; receiving applications for grave spaces and notices of interments between the following hours:-

Monday – Thursday	8.30 – 4.00 pm
Friday	8.30 – 3.30 pm

(except for half an hour at lunchtimes) and with the exception of public holidays when the office is closed all day

All enquiries and communications should be addressed to the Cemeteries and Crematorium Manager, The Cemetery Office, Market Close, Crewe, Cheshire, CW1 2NA; Telephone Number: 01270 212643; Fax Number: 01270 252570; 'e' mail – Mary.Slinn@crewe-nantwich.gov.uk

2. The Cemeteries and Crematorium grounds are open to the public from 8.30 am on weekdays and 9.00 am on Saturdays, Sundays and public holidays until 6.30 pm or half an hour before sunset, whichever is the earlier.

OPERATIONAL TIMES

3. The hours for a first interment are 9.00 am to 3.00 pm, Monday to Thursday and 9.00 am to 2.30 pm on Fridays.
 4. The hours for all other interments are 9.00 am to 3.30 pm, Monday to Thursday and 9.00 am to 3.00 pm on Fridays.
 5. Interments will not generally take place on Sundays or public holidays or after 10.30 am on Saturdays but, in exceptional circumstances, the Cemeteries and Crematorium Manager is empowered to allow interments after 10.30 am on Saturdays.
 6. Full cremation services, comprising of a forty minute period, will take place on Monday to Thursday between 9.00 am and 3.20 pm and between 9.00 am and 2.40 pm on Fridays.
 7. Committal cremation services, comprising of a twenty-minute period will take place on Monday to Thursday between 9.00 am and 4.00 pm and between 9.00 am and 3.00 pm on Fridays.
114. In order to ensure the least amount of distress, at such an emotive time, it is essential that the times fixed for the arrival of funerals at the Cemeteries and Crematorium are punctually observed, failure to do so may result in a charge being made as set out in the scale of charges.
115. A charge will be made if funerals do not finish punctually, if additional time is required then this can be booked when making arrangements.

CONDUCT

8. In order to promote a respectful and tranquil atmosphere where the bereaved will feel a sense of comfort when visiting our grounds or using our facilities and others will find a place for quiet reflection all visitors are asked to conduct themselves in a quiet, orderly manner and no person shall commit any nuisance within the Cemeteries or Crematorium grounds. The Cemeteries and Crematorium Manager is authorised to permanently exclude any person causing a nuisance within the said grounds.
9. Children under ten years of age may not enter the Cemeteries or Crematorium grounds unless under the care of an adult.
10. Visitors are requested to keep on the roads and pathways and refrain from touching the trees, shrubs or flowers.
11. Dogs brought into the Cemeteries and Crematorium grounds must be kept on a leash, and under the control of a responsible adult.
12. No persons having charge of a dog shall permit the dog to foul within the Cemeteries and Crematorium grounds. Should fouling occur it shall be the responsibility of the person having charge of the dog to remove all offensive material.
13. No animal, except a guide dog, is allowed in the Crematorium Chapel, without the permission of the Cemeteries and Crematorium Manager.

(The Executive Director, Direct Services in conjunction with the Executive Director, of Legal and Property Services is authorised to commence prosecution proceedings in respect of cases of vandalism, damage, dog fouling or nuisance in the Council's Cemeteries and Crematorium grounds).

VEHICLES

14. All funerals, corteges, traffic etc., entering the Cemeteries and Crematorium grounds will be under the control and direction of the Cemeteries and Crematorium Manager.
15. To ensure that funerals are not impeded and guarantee public safety private cars are not allowed in the Cemeteries and Crematorium grounds (other than the car parks provided) without the permission of the Cemetery and Crematorium Manager, unless said vehicles are following a funeral cortege.
16. The riding of motor cycles/bicycles within the Cemeteries and Crematorium grounds is not permitted, unless following a funeral cortege.
18. The maximum speed limit in the Cemeteries and Crematorium grounds is 5 miles per hour.
19. Vehicles parked in the Cemeteries and Crematorium grounds shall be parked in the car parks provided by the Council and not on any lawn, grass verge or other area.
114. In the interests of all our visitors, vehicle owners are asked to follow all traffic management signs.
115. The Council accepts no liability for any loss or damage to or from any vehicle whilst such vehicle is within the Cemeteries and Crematorium, grounds including car parks and roadways. In the interest of visitors security the Cemeteries and Crematorium Management advise that all cars should be locked, windows shut and any valuables removed from inside the car.

RECORDS AND DOCUMENTATION

23. Statutory plans and records maintained by the Council under the Order are available for inspection without charge at the Cemeteries and Crematorium office, during the hours specified. Persons requesting the Cemeteries and Crematorium staff to carry out searches on their behalf will be charged a fee as shown in the scale of charges, the nominal sum is an administration cost and reflects the time involved in searching the records.
24. An extract or certificate will be furnished by the Cemeteries and Crematorium office relating to any single grave space or interment upon payment of a fee.
114. To help provide a caring and quality service that meets the needs of the bereaved it is important that notice of every interment shall be given in writing at least 48 hours in advance of the interment taking place (and for the purpose of calculating the notice period, Saturdays, Sundays and public holidays shall not be counted). For a first interment, a vault or walled grave a minimum of 72 hours notice must be given to ensure that the grave is prepared for the appointed time. All notices of interment must be given by lodging the prescribed forms at the Cemeteries and Crematorium office. This notice may be dispensed with if the preservation of public health requires that an interment shall take place forthwith.
115. For an interment in "The Woodland Grove" the appropriate form, indicating acceptance of the Council's Rules and Regulations must be fully completed and signed by the applicant and owner of the Right of Burial. The signed form should be lodged at the Cemeteries and Crematorium office a minimum of 72 hrs prior to the interment taking place
- 27 Subject to 28 below (for burial purposes only), the Certificate of Disposal of the Registrar of Deaths or the Order of the Coroner when an inquest has been held, must be handed to the Cemeteries and Crematorium Manager prior to an interment or cremation taking place.

RECORDS AND DOCUMENTATION (Continued)

28. Where such a Certificate or Order is not delivered to the Cemeteries and Crematorium Manager before an interment, the Manager may nevertheless permit the interment to take place provided that:
- cxiv) the Manager is satisfied by a written declaration made in the prescribed form by the person procuring the disposal of such body that a Certificate of disposal or Coroner's Order has been issued in respect of such body, and
 - cxv) the person procuring disposal of the body undertakes to deliver to the Manager within 48 hours after such a burial, the original Certificate or Order or duplicate thereof to be obtained by such person at his or her own expense.
29. In the case of a still-born child, a Certificate of Disposal from the Registrar of Deaths, or a Coroner's Order will be required before an interment or cremation will be allowed to take place.
30. In the case of a foetus, a Medical Certificate from a surgeon or midwife will be required, before an interment or cremation will be allowed to take place.
31. With regard to the disposal of body organs, the prescribed forms from the hospital will be required to be submitted before interment or cremation can take place. For further information or advice please contact the Cemeteries and Crematorium Office.
32. All notices shall be given in the forms approved by the Burial and Cremation Authority, and kept by the Cemeteries and Crematorium Manager for the period stated by statute.
33. Statutory documents in respect of all cremation applications must be submitted to the Cemeteries and Crematorium Manager **not later than 10.00 am on the working day prior** to the day of the proposed cremation. A failure to submit the documents, properly completed, by the time stated is likely to result in a charge being made and may be postponement of the service.

ADMINISTRATION

34. The Council will not be held responsible for any misunderstanding that may arise as a result of the Council having to rely upon telephoned instructions or requests. All telephone instructions or requests must be confirmed in writing, by the applicant, using the appropriate form(s).
35. The applicant is required to ensure that any document sent by post is posted in good time to arrive at the Cemeteries and Crematorium Office. Any application, notice, order or statutory document sent by post shall be at the risk of the sender and the Council will not be responsible for any loss or delay.
36. Where Notice of Interment or Application for Cremation has been given, any alteration or arrangements will only be permitted at the discretion of the Cemeteries and Crematorium Manager. Any alteration to the arrangements requested on the aforementioned forms must be confirmed in writing.
37. The applicant will be required to pay any costs arising from the alterations requested including costs of unnecessary work or services.

CREMATION – GENERAL

38. No cremation may take place without the permission of the Cemeteries and Crematorium Manager.

(NB: The Cemeteries and Crematorium Manager will only authorise cremation when all statutory requirements are met. Amongst the statutory requirements is the need for the Council's Medical Referee to give permission for the cremation to take place). Following a cremation, the cremated remains will be disposed of in accordance with the wishes of the applicant for cremation, which must be notified to the Cemeteries and Crematorium Manager in writing on the prescribed form.

39. We appreciate that many of the bereaved are unaware of the options available for the placement of cremated remains and therefore cremated remains which are to be placed in the Gardens of Remembrance are retained for a period of seven calendar days to allow for a change of mind.
40. Cremated remains not collected within eight weeks of cremation will be placed in the Garden of Remembrance unless alternative written instructions have been received by the Cemetery and Crematorium.
41. No cremated remains may be interred in any grave, without the prior written consent of the owner of the Exclusive Right of Burial and permission of the Cemeteries and Crematorium Manager.
42. All containers used for the interment of cremated remains must be biodegradable.
43. A coffin not conforming to the requirements of environmental protection and emission control legislation may not be used for a cremation. The reverse side of the cremation application form details what is acceptable.

CREMATION – GENERAL (Continued)

44. On confirming a cremation in writing the funeral director or other person making the arrangements for cremation must certify on the prescribed form that the coffin to be used conforms to such environmental requirements as may be directed by the Cemeteries and Crematorium Manager.

45. On confirmation of a cremation the Cemeteries and Crematorium Manager must be advised if the coffin is of an unusual or irregular shape or if the overall dimensions of the coffin exceed 2,150 mm (84”) x 700 mm (27” x 460 mm (18”) deep. Failure to advise the Cemeteries and Crematorium Manager in advance will result in a cremation being cancelled, owing to the fact that the coffin is too large for the cremators.

46. The Crematorium is open for inspection at any reasonable time but the number of visitors at any one time have to be restricted. So that cremations are not disrupted and in the interests of safety it is necessary to contact the Cemeteries and Crematorium Manager to make an appointment, prior to an inspection taking place.

BURIAL – GENERAL

47. We realise that many bereaved find the act of choosing the location of a grave therapeutic and it is for this reason that a grave selection policy operates within all our cemeteries, with the exception of designated kerb areas. The selection of any grave space is subject to the approval of the Cemeteries and Crematorium Manager on behalf of the Burial and Cremation Authority and payment of a fee as prescribed on the Council's scale of charges.
48. The Council shall not be liable in the event of any grave or vault being opened in error as a result of circumstances beyond the Council's control.
49. No graves or vaults shall be dug out or excavated except by a gravedigger appointed by the Burial and Cremation Authority for that purpose.
50. All brick and stonework in any grave or vault shall be executed by the Burial and Cremation Authority or by a Contractor appointed by the Cemeteries and Crematorium Manager to carry out such work. A charge will be made for the actual cost of the materials provided and used therein and for the time and labour expended thereon. The cost shall be paid by the owner of the Exclusive Right of Burial, or person acting for them, on demand.
51. Only coffins of perishable material may be used in unpurchased graves – no metal or metal lined coffins are permitted.
52. Coffins in brick graves or vaults will be hermetically sealed in separate chambers.
53. We realise that some religious groups and also those who would prefer a more environmental interment may prefer to be buried in a shroud, cardboard coffin or other similar alternative. Such alternatives are accepted within all the Borough Council's Cemeteries.

BURIAL – GENERAL (Continued)

54. No new interments will be allowed:
- cxiv) within twelve feet of the walls of the Cemetery Office or other building situated within any cemetery.
 - cxv) within a distance of three feet from the boundary walls of the cemeteries.
 - cxvi) within sixty feet of the walls of the Crematorium building except in the case of those graves in respect of which the Exclusive Right of Burial was purchased prior to the erection of the said Crematorium building.
55. The charge for interment in a common (unpurchased) grave does not include any right or privilege other than an entitlement to be buried in a grave to be selected by the Cemeteries and Crematorium Manager.
56. From time to time those who have decided to use a common (unpurchased) grave may wish, at a later date to mark it with a memorial. For this reason we allow a common grave to be purchased by a relative of the most recent interment, at any stage after the burial.
57. No extraordinary or military funeral or funeral attended in procession by any organisation, association, society or other body corporate or non-corporate shall be allowed to enter the Cemeteries or Crematorium grounds, without the prior written consent of the Cemeteries and Crematorium Manager.
58. No band or music shall be played nor any extra demonstration of any kind shall be allowed within the Cemeteries or Crematorium grounds without prior consent of the Cemeteries and Crematorium Manager.
59. If the Cemeteries and Crematorium Manager considers that public access might become hazardous, produce difficulties or disturb or disrupt any ceremony or funeral taking place within the Cemeteries and Crematorium, she/he is authorised to close the Cemeteries and Crematorium gates and to keep the same closed and to refuse access to the public.

BURIAL – GENERAL (Continued)

60. If a grave is too small, due to incorrect coffin measurements being given at the time of booking the interment, a fee will be charged for any additional work incurred to rectify the situation.

61. If the grave has been dug larger than necessary due to incorrect measurements being given, a fee will be charged.

RIGHT OF BURIAL

62. Exclusive Grants of Right of Burial for period of fifty years may be purchased, such Grants to include an option for the Grantee to renew the said period at 50% of the cost of a new Right of Burial.
63. The Exclusive Grant of Right of Burial in respect of all vaults and graves will be granted subject to the present or any future regulations made by Her Majesty's Secretary of State, or other competent Authority.
64. An Exclusive Grant of Right of Burial can only be issued to one person, so named on the Deed.
65. The owner of the Exclusive Grant of Right of Burial may assign such Right on application in writing in a form prescribed by the Council and on payment of the fee charged for such transactions to one named person.
66. Until an assignment has been confirmed by the Council, the assignee shall not be entitled to exercise any Right under the Grant.
67. Any person succeeding an owner under a Will or intestacy will have their ownership endorsed on the original Deed of Grant upon payment of the prescribed fee. If more than one person succeeds under a Will or intestacy then an agreement between those concerned must be made to determine who the Deed will be assigned to and the Cemeteries and Crematorium Manager informed accordingly.
68. No interment can take place in any grave or vault in which the Exclusive Right of Burial has been purchased without the written consent of the owner (or his or her personal representatives) having been previously obtained and left with the Cemeteries and Crematorium Office, together with the notice of interment.
69. When the person to be interred is the owner of the Exclusive Right of Burial to the grave to be used, permission to open this grave is not required.

RIGHT OF BURIAL (Continued)

70. The Council offer a range of options available in respect of types of graves some of these are:

jjjjj) Lawn style – these graves allow an area of three feet square to be gardened, the remaining area being grassed over.

kkkkk) Kerbed – these graves are of the more traditionally design consisting of a full set of kerbs.

lllll) Mixed – as the name implies in some areas of the cemeteries a combination of the traditional and lawn style are permitted.

mmmmm) Petal Garden – A special area designated in Crewe Cemetery purely for the interment of infant's remains.

e) The Woodland Grove – Designated area for babies and small children. Chippings, surrounds, tributes are only permitted on the table behind the headstone and in the vase holders incorporated into the memorial teddy.

For more information on any of the above please contact the Cemetery and Crematorium Office

71. In cases where the Grant of Exclusive Right of Burial has been lost or where the consent of the owner cannot conveniently be obtained, the grave will be opened on the application of any person whom the Cemeteries and Crematorium Manager may consider entitled thereto. Such person will be required to complete the appropriate form which gives a suitable indemnity to the Burial and Cremation Authority.
72. A transfer of the Exclusive Right of Burial in a grave or vault will not be deemed valid unless such transfer has been made with the consent of the Burial and Cremation Authority.
73. An Exclusive Right of Burial is issued with a guarantee for the interment of at least one body. The Council cannot guarantee a set number of burials with the issue of the Right of Burial, as this is subject to ground conditions and other Health and Safety considerations.
74. The Council reserves all the surface rights over all graves.

CARE OF GRAVES

75. The surface of any private grave or vault and all monuments and gravestones thereon must be kept in good repair by the owner thereof.
76. The Cemeteries and Crematorium Manager shall be at liberty to remove from a grave any article including removal of any dead flowers, wreaths, bottles, toys, railings etc. All items so removed will be disposed of.
77. No person is allowed to plant shrubs, plants or trees on any grave in the Cemeteries except with the permission of the Cemeteries and Crematorium Manager. The Burial and Cremation Authority reserve the right to have the same trimmed or removed if the Cemeteries and Crematorium Manager consider such action desirable.
78. The use of chemicals on graves and grass surrounds is prohibited except with the prior approval of the Cemeteries and Crematorium Manager.
79. Loose stone chippings are not permitted on any renovated or new unkerbed graves. Stone chippings to surround memorial plots must be provided by the Council.
80. Persons tending graves shall not leave any rubbish on the ground but shall remove such material to the facilities provided for its disposal within the Cemeteries and Crematorium grounds.
81. Subject to the provisions of the Regulation 82, the Burial and Cremation Authority will not be responsible for any monuments or gravestones damaged through any cause whatsoever, Although the Council has introduced various methods to reduce vandalism, from time to time it does occur within its Cemeteries. We would like to point out to owners that insurance for memorials, against damage due to vandalism is available from some insurance companies.

CARE OF GRAVES (Continued)

82. The Burial and Cremation Authority reserve the right to remove any monument, memorial border stone or footstone from any grave when such removal is deemed by the Cemetery and Crematorium Manager to be necessary for the carrying out of an interment in an adjoining grave, the Burial and Cremation Authority nevertheless replacing the same and making good any damage which may have been caused during such removal and replacement.

83. Whilst the Council do not permit full length graves, other than in areas designated for this purpose, it recognises that many bereaved may not have been aware of the choice to have a grave located in an area which allows full length graves. It is for this reason that the Burial and Cremation Authority will agree to people taking the full length of the grave providing that graves on either side are maintained to a high standard by them. It should be noted that if a grave is required to be opened by full length graves then the Council can accept no liability for damage that occurs to plants, shrubs etc.

MEMORIALS

84. Only monumental masons licensed by Crewe and Nantwich Borough Council shall be permitted to operate within the Borough's Cemeteries. The reason why the Council restrict the people allowed to erect memorials within its Cemeteries is for Health and Safety reasons. Any vehicle used by the monumental masons within the Borough's Cemeteries must clearly display an authorising licence.
85. Memorials and monuments will only be allowed on graves in respect of which there is an Exclusive Right of Burial and providing that the owner of this Right has given their authorisation for such an erection to take place. No charge will be made for the right to bring a memorial into any of the Council's Cemeteries, as fully reflected in the charge for the Exclusive Right of Burial.
86. Application to erect any memorial must be submitted on the appropriate form, and must include:
 - cxiv) Drawings of every gravestone or monument
 - cxv) Full details of the intended inscription to be inscribed thereon.
 - cxvi) The method of fixing which is to be used.
87. No gravestone or monument shall be erected on any grave without the prior approval by the Cemeteries and Crematorium Manager acting on behalf of the Burial and Cremation Authority.
88. The Council reserve the right to remove and dispose of any unauthorised memorial from a grave without notice.
89. All gravestones or monuments being erected or where applicable being re-erected, shall have the appropriate division letter and grave number inscribed on the back thereof, at such a height above ground level as the Cemetery and Crematorium Manger shall determine. Trade names to be on the base only.
90. Bases shall be provided for all headstones of a type and size as may be from time to time specified by the Burial and Cremation Authority and the headstone shall be securely affixed thereto in accordance with the specifications prevailing at the time.

MEMORIALS (Continued)

91. The Council will not be held responsible for a memorial or foundation being fixed on an incorrect grave space nor will they be responsible for an inscription being cut into any memorial where a declaration of indemnity has been signed following the loss or absence of the Exclusive Right of Burial.
92. Gravestones or monuments other than of natural stone will not be permitted, with the exception of a temporary memorial, which must first be authorised by the Cemeteries and Crematorium Manager and the Council will reject any memorial, which will not bear continued exposure to the weather or is incongruous to its surroundings.
93. Enclosures and kerbstones are only permitted on designated areas or at the discretion of the Cemeteries and Crematorium Manager.
94. All materials for monuments and memorials shall be conveyed into the Cemeteries and Crematorium grounds in a dignified and reverent manner. Care must be taken to avoid damaging roads, walks, grassed areas, flowerbeds or other areas. Mats, planks, boards or canvas shall be used when directed to prevent grass or roads from damage by such works.
95. All bases, landings and under bearings of memorials must be below ground level, irrespective of sloping ground or level ground.
96. The work of erecting or renovating memorials and monuments is not permitted on Sundays
97. The work of erection or re-erection of any memorial or monument shall not be carried out except as directed by the Cemeteries and Crematorium Manager upon application thereto.
98. No memorial may be erected in a position which will or is likely to, cause damage to the Council's equipment, staff or general public. The Council reserve the right to remove and dispose of any memorial, which has been erected in contravention of these regulations.

MEMORIALS (Continued)

99. Memorials must be kept in good repair and condition by the owner.
100. The Cemeteries and Crematorium Manager may give notice to an owner that repairs to a memorial are necessary. Where such notice is given, repairs must be carried out within three months of the date of the notice. The repair must be carried out to the complete satisfaction of the Cemeteries and Crematorium Manager or nominated representative. Where an owner fails to comply with such a notice the Cemeteries and Crematorium Manager may arrange to have the repairs carried out or the memorial removed, disposed of and recover the costs from the owner.
101. Notice will be deemed to have been given when the Council posts a letter of intent, by ordinary post, to the address of the owner of the Right of Burial as recorded in the grave register.
102. Where a memorial is removed, the Council will store it for three months dated from the time of its removal. The Council may dispose of the memorial should the owner not reclaim it within that time.
103. The Burial and Cremation Authority subject in all respects to Article 16 and Schedule 3 of the Order: May remove from the Borough Council's Cemeteries and destroy:
- cxiv) any memorial on a grave where lettering is illegible or which is dilapidated by reason of long neglect.
 - cxv) any kerb surrounding a grave (whether containing any commemorative inscription or not), together with the foundation slabs where the particular burial area is designated lawn style.
 - cxvi) any tombstone or other memorial, not falling within category (i) and (ii) above, on a grave, except where the owner of the right to place and maintain it in the Cemetery has requested that it shall be re-erected elsewhere in the grounds.
 - cxvii) any surface fittings not falling within (i), (ii) or (iii) above or any flowering or other plants, or ornaments and trinkets, on a grave; and
 - cxviii) any railing or enclosure surrounding a grave; a tombstone; other memorial on a grave or a grave space.

TEMPORARY MEMORIALS

104. A temporary memorial may be placed on a grave with the permission of and in position directed by, the Cemeteries and Crematorium Manager. Permission will be granted on receipt of an application which is satisfactory to the Cemeteries and Crematorium Manager in a form prescribed by the Council giving full details of the size, type and material of the proposed temporary memorial.

105. A temporary memorial may only remain on a grave for one calendar year, calculated from the date of burial of the person commemorated or until such time as a permanent memorial is fixed, whichever is the earlier. After one calendar year has expired, the temporary memorial will be removed by the Council and stored for a period of three months, whereupon if it has not been claimed by the owner it will be destroyed.

106. The Cemeteries and Crematorium Manager may remove, and dispose, at any time after giving one month's notice to the owner, any temporary memorial which has become or is likely to become, in the opinion of the Cemeteries and Crematorium Manager, unsafe or unsightly.

107. The Council shall not be held liable for any loss or, or damage to, any temporary memorial in the Cemeteries and Crematorium grounds.

**DESIGNATED LAWN-STYLE GRAVES
(ADDITIONAL REGULATIONS APPLICABLE)**

- 108. Memorials erected on graves designated as “lawn-style graves” shall not exceed three feet in width by three feet in length.

- 109. A vase is permitted in addition to a memorial, provided that the combined measurements of the memorial and vase do not exceed the limits prescribed in 108 above.

- 110. All gravestones or memorials together with any vase erected in conjunction therewith shall have a base three inches deep and extending three inches on all sides

KERBED MEMORIALS (ADDITIONAL REGULATIONS APPLICABLE)

111. Kerbed memorials will be restricted to those areas of the Cemeteries as prescribed by the Cemeteries and Crematorium Manager with the allocation of a Right of Burial being undertaken on a strictly sequential basis.

112. No grass, plant, shrub, tree or the like shall be planted on any grave space if such grave space is contained within an area designated to kerbed memorials.

113. The area contained within the four kerbed sides of the memorial must either be slabbed, using similar material as used for the remainder of the memorial or stone chipped. Where chippings are used sufficient must be laid to prevent plant grown and additionally, an equally amount must be provided to the Council free of charge for future maintenance purposes.

**THE WOODLAND GROVE
(ADDITIONAL REGULATIONS APPLICABLE)**

- 114 No chippings, kerbs, fences or any other surround is permitted in this area.

- 115. All tributes, must be placed on the table behind the headstone or in the vase holders incorporated into the 'teddy' memorial.

- 116. Any ornament, tribute etc that is placed on the chippings will be removed and placed on the table, until such time as they become unsightly

MISCELLANEOUS

116. Where taped or otherwise recorded music is requested at any service, this will be played subject to availability. The Cemeteries and Crematorium Manager reserves the right to substitute where necessary an alternative piece of music without notice.
117. We understand that many of the bereaved prefer to listen to their own tapes or other forms of recorded music provided, during a service. We therefore accept any personal music however such items are left with the Cemeteries and Crematorium staff at the risk of the owner, and no liability for loss or damage to any such recorded music can be accepted by the Council.
118. Visitors to the Cemeteries and Crematorium must not deter the staff from their duties nor seek to employ them to carry out any private work.
119. No employee of the Burial and Crematorium Authority will be allowed to receive any gratuity whatsoever.
120. These regulations shall come into effect on the first day of August, two thousand and four and from that date shall supersede all previous regulations made in respect of Crewe and Nantwich Borough's Cemeteries and Crematorium.
121. The Burial and Cremation Authority, through the Executive Director, Direct Services, reserves the right to make any alterations to these Regulations (Environmental Services Committee, Minute No 792 refers).

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D Marren
Executive Director, Direct Services