

## Cemeteries Service – Information Sheet 1

**Please read the following information carefully, as this may help 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 eighty years. You have the right to a burial only during this time. Extensions may only be granted on expiry of the eighty 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.
- 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.
- All High Peak Borough Council's cemeteries are lawn cemeteries. This means that, 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 an application form and payment of the prescribed fee. **No other memorial items, including kerbs, will be permitted on any grave. Kerbs removed to facilitate a burial in a re-opened grave may not be replaced.**
- **Glass, earthenware and ceramic (pot) containers and items, kerbs, fencing, railings, gravel or pebbles must not be placed on or around the grave for safety reasons and may be removed without notice. Solar lights are discouraged. Trees, shrubs and plants should not be planted on any grave and may also be removed without notice. Spring flowering bulbs may however be planted at the head of the grave only in a six inch strip directly adjacent to the headstone.**
- If items are to be placed on the grave as a temporary memorial (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 or on the base of the headstone – and **not on the grassed area of the grave.**
- 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 a memorial headstone or other memorial item on a grave without permission may result in the item being removed without notice.
- 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. The application forms 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 and replacement memorials of 20 inches height or more and those re-installed after a new inscription has been added. 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 made safe, 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 or 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 80-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 email [cemeteries@highpeak.gov.uk](mailto:cemeteries@highpeak.gov.uk)