

Almondsbury Cemetery Rules and Regulations

1. Owner of Grants of Right to a Grave (Grave Deed)

The owner of the Grant of Rights (GOR - Grave Deed) is immediately bound by the Rules and Regulations of the Cemetery, including, for example, the placing of objects in and around the purchased grave space.

These Rules and Regulations (continually under revision, including these documented Rules and Regulations 1 - 11) can be viewed on the Almondsbury Parish Council Website - Cemetery Section. (note: each new Grave Deed (GOR) owner will be issued with a Rules and Regulations Booklet).

2. Graves

No pre-purchase of graves (for either a burial or the interment of cremated remains) is permitted at the cemetery.

3. Interments

3a. The deceased must have resided 'In Parish' at the time of their death.

3b. The exception to 3a is in cases where the deceased is a direct descendant of an individual previously interred in the cemetery, **specifically** a parent or grandparent. An 'Out of Parish' Grant of Rights (Grave Deed) and the interment fees, will be applicable in these cases (Documentary evidence will be required).

This policy aims to recognise and honour longstanding family connections to the parish cemetery, while maintaining clarity and fairness in fee structure (From June 2025).

3c. If the deceased resided 'Out of Parish' an interment will be permitted if a previously purchased grave is available to accommodate the deceased or in a family grave providing there is sufficient room to accommodate the interment if there is no previously purchased grave and 3b does not apply.

3d. The scattering of the deceased's cremated remains, whether the deceased was 'In' or 'Out' of Parish, will be permitted in the Rose Garden section.

4. Burial Interments

4a. New grave purchases are restricted to two coffins only. Coffins must be biodegradable.

4b. Any request where historically more than three or four coffins were permitted, the grave must be probed/rodded at the family's expense to ensure compliance with current legislation regarding grave depth. In addition, any costs associated with the removal of masonry, including kerb edges (for example), in order to probe the grave, will be at the family's expense.

4c. Only coffins are permitted to be interred in a **new** burial grave in the first instance - a maximum of two.

4d. The interment of cremated remains in a casket within an earthen grave is permitted, provided the grave can no longer accommodate the interment of a body within a coffin (i.e., the grave is full). Cremated remains caskets are limited to a maximum of **four** thereafter.

4e. The exception to this regulation is:

4e1. If there has been no interment of a body within a coffin, and there is no intention to inter a body within a coffin in the earthen grave (maximum of four cremated remains caskets), a Legal Statutory Declaration (at the client's expense) must be made prior to the interment. This declaration will state that there is no intention to inter a body within a coffin, and this decision will forgo the right for a body to be interred within that earthen grave thereafter.

4e2. An interment of a nominated person (e.g., the death of a child) in a cremated remains casket placed at the head of the grave (by the headstone), followed by the interment of coffins. A Legal Statutory Declaration (at the client's expense) must be made prior to the interment.

4e3. Cremated remains scatterings will be permitted in an earthen grave once the grave can no longer accommodate either a coffin or a cremated remains casket.

5. Cremated Remains Interments

5a. No cremated remains scatterings or pourings are permitted in a cremated remains grave until the grave has been fully interred with two cremated remains caskets.

5b. Once a cremated remains grave has been fully interred with two caskets, a maximum of two scatterings will then be permitted.

6. Government Changes in Relation to Child's Funeral Costs

The cemetery fees pertaining to the purchase of a grave in the event of a child's interment **will** continue to apply in the first instance.

Reimbursement of this fee (to either a funeral director or the next of kin) will only be made upon a successful application by the Clerk of the AJBC to the 'England Child Funeral Scheme'.

7. Care Homes

Any person who has ceased to be a resident 'In Parish' during the last three years immediately before their death due to the necessity of moving to a nursing care home or hospital will not be charged an 'Out of Parish' fee. After this period, an 'Out of Parish' fee will apply.

Any person who has moved into a nursing care home within the Parish, coming from an address outside of the Parish, will be classified as 'Out of Parish' until they have been resident within that nursing home for three or more years.

8. Cemetery Forms

Including interment, grave digging, statutory declaration forms etc and, can be found on the Almondsbury Parish Council Website - Cemetery Section and must be completed and sent to the Cemetery Clerk **five** days before the interment.

9. Interment Fees

Payment of the appropriate grave purchase and/or interment fee (burial, cremated remains, or scattering of cremated remains) must be made before the interment can take place and received seven days before the interment (**preferably by BACS transfer payment**).

Please make cheques payable to Almondsbury Joint Burial Committee or via bank transfer:

Lloyds Bank

Sort Code - 30.16.11

Account No – 00588084

10. Grave Digging

10a. Burials: The arrangement of grave digging for burials is the responsibility of the funeral director and is subject to their set fees. The cemetery is not involved in this aspect of the interment.

10b. It is **mandatory** requirement that - all **new** graves dug must be shored – with wooden boards or hydraulic shoring (shuttering) in accordance with Health and Safety Guidelines.

10c. The Cemetery **must** have received each Grave Diggers Liability Insurance before they are permitted to operate at the Cemetery.

10d. Cremated Remains Interments: This is included in the cemetery fees. Note: the exception to this will apply in some cases, and fees will be applicable for the preparation of a cremated remains grave where the Parish Council Head Gardener is unable to prepare the same.

11. Funeral Directors

The Cemetery **must** have received each Funeral Directors Liability Insurance before they are permitted to carry out their duties at the Cemetery – sent to the Clerk of the Cemetery upon renewal annually.

12. Re-sale of Grant of Rights (Grave Deed)

Existing grave holders who wish to re-sell their Grant of Rights (Grave Deeds) back to the Almondsbury Joint Burial Committee can do so and will be reimbursed at the original price paid, provided proof of purchase is submitted.

Without this proof, the grave will be purchased back at half the cost of the current 'In Parish' fee, whether the Grant of Rights (Grave Deed) holder is 'In' or 'Out' of Parish.

13. Flowers at grave side (Burial and Cremation) at the time of interment.

a. All flowers (including artificial flowers)/memorabilia must be within reason placed within the curtilage of the grave and with the permission of the Head gardener.

b. After a period of 3 weeks the flowers/ memorabilia that are placed beyond the curtilage of the grave including dead flowers **MUST** be removed.

c. All plastic wrapping to be removed from flowers placed at the grave side.

14. Grave side Memorabilia

Almondsbury Cemetery is a place of dignity, peace, and remembrance. To ensure it is safe, respectful, and well cared for, there are clear regulations as to what may be placed on graves.

The Council recognises the importance of flowers and personal tributes in remembering loved ones. These tributes are valued, but must be placed in a way that ensures the cemetery remains safe, accessible and respectful, and accessible for all visitors.

14a. Regulations:

All flowers, memorabilia, and tributes must be placed only on the hard standing at the base of headstones or tablets or within the curtilage of a pathed grave in the Old Section.

Small personal items or flowers placed at the base of the headstone will only be permitted in consultation and approval of the Head Gardener.

Items must not be placed on the grassed area of the grave.

The use of artificial grass, full grave coverings, loose stones, borders, or fencing is not permitted.

These rules are a Health and Safety Requirement: to prevent trip hazards, enable safe mowing and maintenance and to preserve the cemetery as a peaceful, dignified and aesthetically pleasing environment for all visitors.

14b. Notice period (Enforcement):

Almondsbury Joint Burial Committee recognise that some tributes, are deeply personal. Our aim is always to handle these situations with sensitivity, and we invite families to discuss with us how certain items might be placed appropriately, within the regulations.

If items are placed outside the permitted area, families will be given 21 days' notice to make adjustments.

After this period, cemetery staff will carefully remove the items and store them securely for family collection.

Stored items will be kept for 3 months to allow collection. After this period, uncollected items may be disposed of respectfully by the cemetery.

Almondsbury Joint Burial Committee thank you for your understanding and cooperation in helping to care for the cemetery with dignity, safety and fairness for all.

15. Masonry

- a. Memorial works undertaken at Almondsbury Cemetery can only be undertaken by Memorial Masons who are **BRAMM** registered.
 - b. All applications must be sent to the Clerk of the AJBC and be approved before works can proceed. The memorial application form can be found to download on the Almondsbury Parish Council Web Page – Cemetery Section. Payment of the appropriate fee **must** be made with the application. A permit authorisation letter to carry out the said required works will be sent upon a successful application.
 - c. All memorial employees or their representatives who are tasked with memorial work as detailed on the application permit **must** in the first instance telephone Mr Alan Moss the Head Gardner at the Cemetery on 07519 757457 **before** attending the cemetery to agree a date and time for this work to be carried out.
 - d. All memorial work undertaken at the cemetery must take place between Monday to Thursday - 10am and 3.30pm.
 - e. On attendance at the cemetery all memorial employees must initially liaise with Mr Moss before carrying out the agreed memorial work to be undertaken and produce to him a copy of the letter outlining the permit authorisation to carry out the said required works.
 - f. Failure to comply with these instructions may result in entry to the cemetery being refused.
 - g. The installation of either a concrete or marble base. The fitting of the base for a memorial at the cemetery **must** comply as follows -
 - (a) Cremated Remains Concrete Base must be - **18" wide x 24" deep**.
 - (b). Earthen Grave Concrete/Marble Base – **up to a maximum size of 36" wide x 30" deep** (with suitable foundation to suit this base).
- Both concrete/marble bases must not exceed ground height.**
- h. The memorial mason trade name **must** be entered onto the memorial in a discreet place, namely at the rear of memorial – bottom left/ right. This is a mandatory requirement.

16. Memorial Stones permitted at Almondsbury Cemetery

- a. A Flat stone not exceeding 7 feet by 3 feet (Old Section Only)
- b. Headstone/Footstone not exceeding 3 feet by 2 feet 6 inches (Old and Lawn Section)
- c. A Vase (**not made of glass**) not exceeding 12 inches in height (Old and Lawn Section).
- d. A Tablet/Book/Scroll not exceeding 24 inches x 18 inches in an Earthen Grave Section and 18 inches x 12 inches in a Cremated Remains Grave Section.
- e. A Tablet/Book/Scroll not exceeding 2 feet 6 inches by 2 feet 6 inches (Old and Lawn Section)

f. Right to affix Plaque on the Memorial Wall (6 inches by 4 inches)

6. Alcohol

- a. It is requested that alcohol is not consumed within the grounds of the cemetery.
- b. It is NOT permissible to leave bottles or cans of alcohol on or by a grave. Any items found left on or by a grave will be disposed of immediately.

16. Coronavirus

Please refer to the Almondsbury Parish Council Website - Cemetery Section for updates regarding restrictions at the cemetery in accordance with Government guidelines.