

CYNGOR CYMUNED CILCAIN
CILCAIN COMMUNITY COUNCIL
CILCAIN AND RHYDYMWYN PUBLIC CEMETERY
REGULATIONS

Cilcain Community Council takes pride in the appearance of the Cemetery and every effort is made to maintain the grounds to a standard befitting a place of remembrance and tribute. In order to facilitate a high standard of maintenance, these regulations will be strictly enforced by the Council.

The Cemetery Overseers and the Community Council reserve the right at any time to make alterations to these regulations which may be deemed necessary.

1. CEMETERY LAYOUT

The cemeteries shall be laid out in a lawned system whereby only a single headstone (with or without integral tribute holder) shall be permitted at the head of the grave. The headstone shall stand upon a rectangular concrete base measuring 3 ft by 2 feet by a minimum of three inches (75 mm).

No planting is allowed, and the placing of flowers shrubs or other vegetation, other than in the integral flower holder is permitted, other than during a two month period immediately following an interment.

No area of grave space will be permitted to be enclosed or covered by kerbstones, plinth stones, palisades, rails, chains or in any other manner. The laying of stone chippings or similar material on the grave space is not permitted.

The Community Council reserves the right to carry out such works as turfing, sowing, cutting or planting on any grave space as is deemed necessary. The Council also reserves the right to remove from the grave space items not permitted by these Regulations and which have not been removed by the family at the request of Council staff.

2 NOTICE OF INTERMENT

Notice of interment must be given to the Cemetery Superintendent at least three days prior to the interment except in special circumstances (four days in case of bricked grave). Notice of Interment forms may be obtained from the Superintendent. The Registrar's certificate must be given to the Superintendent upon arrival at the cemetery or following the interment.

3. GRAVE CERTIFICATE

The grave certificate once purchased gives exclusive rights to burial in a grave for a period of 100 years with a maximum of four interments per grave, subject to ground conditions.

4. Times of Interment

Interments shall normally take place between 9.00 am and 4.00 pm Monday to Saturday. Upon arrival in the Cemetery, the funeral shall be under the direction of the Superintendent.

5. Officiating Minister

The arrangement for the attendance of an officiating Minister is the responsibility of the applicant, and fees are paid direct by the family or Funeral Director.

6. Payment of Fees

All fees in accordance with the Scale of Fees must be paid to the Superintendent within one month of the interment. Fees for headstone must be paid before materials are brought into the cemetery.

7. Graves

The grave spaces will be allocated in accordance with the Cemetery Plan within the discretion of the Superintendent

(a) Earthen Graves - The depth to which any grave shall be dug will be in accordance with the Local Authorities Cemeteries Order 1977. The depth of the grave shall not be increased after the interment. The maximum number of bodies in each grave shall not exceed four except in the case of infants whose coffins do not exceed 1 metre in length. After each interment, a layer of earth will be laid between each coffin. The Funeral Director shall arrange for any surplus material to be removed from the cemetery within six months of the interment. For a period of six months following the interment, the Funeral Director shall arrange for any settlement of the grave space top to be made good.

(b) Bricked graves- Bricked graves must have nine inch (225) brickwork all round and built up to within 1 meter of the surface at the first opening. The construction of the bricked grave must meet with the approval of the Superintendent.

(c) Minimum cover - There shall be a minimum cover of 3 feet above the last interment.

8. Gravestones Memorials - Monuments

Details of all proposed gravestones, memorial and monuments, including full details of intended inscription must be given to the Superintendent at least four weeks prior to the erection. No monuments shall be erected for twelve months, or until such time as the disturbed ground has sufficiently settled. The number of the grave corresponding with the Burial Register shall be inscribed on the base of all monuments, headstones and memorials.

For a period not exceeding 5 years after interment, a wooden cross may be erected at the head of a grave subject to the following specification:

- (a) The overall dimension shall not exceed three feet (0.9 meters in height and two feet nine inches in width.
- (b) The cross shall be constructed of a good quality hardwood of four inch

(100 mm) square section, half jointed and sectioned.

- (c) Any plate used for inscription purposes is not to exceed four inches in depth.

When a headstone, monument or memorial is taken down to facilitate interment, it shall be re-erected at the expense of the owner to the satisfaction of the Superintendent.

9. LAWN TYPE HEADSTONE SPECIFICATION

- (a) The material shall be of natural stone with the front face polished.
- (b) The size of the headstone shall be:

Height and thickness - 2 feet 6 inches (762mm) by 4 inches (100 mm)

Width - 2 ft 2 inches 634 mm)
- (c) The vase / vase holder to be incorporated into the base.
- (d) The whole to be a rectangular base measuring 3 feet (0.91) metres by 2 feet(610 mm) by 2 inches(50 mm)

10. CREMATED REMAINS

The specification of lawn type memorials on space set aside for the interment of cremated remains shall be:

- (a) The material shall be of natural stone with the front face polished.
- (b) Stone to measure 15 inches (375mm) by 20 inches (500mm) to be set as a flat memorial slab at ordinary ground level.

Areas set aside by the Council for the interment of cremated remains shall be maintained in a lawned condition and neither crosses, headstones chippings nor similar materials are permitted or laid in such areas.

11 REPAIRS TO HEADSTONES

All private graves, vaults and memorials must be kept in good repair by the respective owners of the right of interment. In the event of repair being deemed necessary, one month notice will be given and if no action is taken by the owner, the repair / removal will be carried out by the Council at the expense of the owner.

12 STONE MASONS

Stone masons employed in erecting or repairing memorials in the cemetery will be held responsible for any damage caused to memorials or the grounds.

Masons must inform the Superintendent of the type of work intended to be carried out. Additionally, the Superintendent must be kept informed of any movement of materials or memorials into or out of the Cemetery.

No hewing or dressing of stones will be permitted within the cemetery and masons must accept the responsibility for the removal of debris.

All reasonable care must be taken by persons working in the Cemetery when erecting memorials or bricked graves. The Superintendent will require precautions to be taken to protect grass, turf and pathways and all damage must be made good.

13 REGISTER OF GRAVES AND BURIALS

Searches of the register of graves and burials may be made by appointment at the Cemetery Superintendent's office upon payment of a fee. Consent in writing to any subsequent interment in a grave or vault must be supplied to the Superintendent with the notice of interment. Transfers of graves or vaults should be reported for registration to the Cemetery Superintendent.

14 OPENING HOURS

The cemetery is open daily to the public from 9.00 am until dusk or at the Council's discretion.

All visitors to the Cemetery are requested to keep to the pathways as far as possible.

Children visiting the Cemetery should normally be accompanied by a responsible adult.

15. VEHICLES

All vehicles other than the funeral cortège, must park in the designated car park area. Cycling is not permitted within cemetery grounds.

16 CONDUCT

Any person committing acts of vandalism in the Cemetery will be prosecuted. Any person found in the Cemetery conducting themselves in a disorderly manner, committing a nuisance or disobeying these regulations will be asked to remove themselves from the Cemetery grounds.

17 DOGS

Dogs brought into the cemetery must be kept on a lead at all times. Owners of dogs will be responsible for removing dog fouling.

18 LITTER

Visitors to the cemetery are requested not to leave litter and to deposit all dead flowers in the containers provided. There is no litter receptacle in the Rhydymwyn cemetery. Therefore, cemetery users must take the litter and dead flowers home with them in the circumstances.

19 ALCOHOL

The carrying of alcoholic drink and its consumption in the Cemetery is expressly forbidden.

20 GRATUITIES

The Council prohibits any gratuities being received by its employees.

21 LIABILITIES

The Council will not be responsible for damage to or theft from motor vehicles parked at the Cemetery or for damage to or theft of flowers vases, urns, and floral tributes.

Alun Evans
Cemetery Superintendent
25 October 2016