



GARDEN OF REST CEMETERY

2022 CONDITIONS OF USE POLICY

Red Lake Garden of Rest

Ketley Parish Council welcomes all visitors to Red Lake Garden of Rest. They are asked to respect the peace and dignity of the location and must respect these Regulations.

1. The cemetery is normally kept open. Visitors are requested to arrive and leave in daylight.
2. No vehicles are permitted to enter the cemetery other than those of contractors, by prior arrangement, when necessary for their work within the cemetery.
3. Visitors must confine themselves to the walkways and on no account trespass on the graves or grass and must not damage any tree, plant, shrub, flowers, or interfere with any wreath or memorial stone.
4. No inebriated, under the influence of drugs or riotous person shall be permitted to enter the grounds of the cemetery.
5. All children must be accompanied by a responsible adult.
6. Ketley Parish Council does not permit any games or sport within its cemeteries.
7. No person shall be permitted to use a metal detector in Red Lake Garden of Rest.
8. No notices or advertisements are to be placed on any cemetery buildings, walls, fences, memorials or monuments without Council permission.
9. Ketley Parish Council will not permit the discharge of any firearms, except at a military or police funeral.
10. The releasing of balloons or Chinese Lanterns, or the fixing of balloons to memorials or other furniture is not permitted.
11. Dogs are permitted but must be on a lead and under control. It is the owner's responsibility to clean up after their dogs.
12. The playing of pre-recorded music is not allowed at any time. Appropriate live music may be played during funerals, at the discretion and with the prior permission of the Council.
13. Ketley Parish Council does not accept liability for any loss or injury to any visitor to the cemetery, unless arising through its own or its contractor's proven negligence. Visitors are advised to take due care when walking in the cemetery, especially if leaving the pathways. The ground may become uneven, with concealed trip hazards.
14. Any person found ignoring the above will be asked to leave the premises by council staff. Visitors and staff members have the right to be in a safe environment without fear of intimidation, abuse or assault. The council will prosecute people who fail to respect this right and may collect and retain data about them to prevent any future violence or abuse towards council employees

EXCLUSIVE RIGHTS OF BURIAL

The right to interment and purchase of burial rights in Ketley Garden of Rest is exclusive to the residents of the civil parish of Ketley except:

- (1) Where burial rights were purchased before the deceased moved outside of the parish

- (2) Where the deceased has at the time of burial a domestic (not business) property in the parish
- (3) Where immediately before moving to nursing or residential care of designated retirement accommodation the deceased lived in the parish
- (4) Where the deceased has at the time of purchase of rights or at the time of burial a spouse, parent, grandparent, brother, sister or child already interred in the cemetery or who already owns Exclusive Rights of Burial in the garden of rest
- (5) Where burial rights were purchased prior to 1 September 2015.

In the case of (4) and (5) above, all fees will be doubled unless any of the first three provisions apply.

CHARGES

The charges payable to Ketley Parish Council have been decided by resolution of the Parish Council in accordance with their financial regulations. This may be altered, amended or adjusted by resolution of the Parish Council with one month's notice.

SIZE OF MEMORIALS AND GRAVES

- **LAWN GRAVES**
Any memorial shall have a maximum dimension (including foundations) of 42" (107cm) high x 36" (91.5cm) wide x 18" (46cm) deep.
- **CREMATED REMAINS GRAVES**
Any memorial shall have a maximum dimension (including the foundations) of 22" (56cm) high x 18" (46cm) wide x 12" (30cm) deep.
- **TRADITIONAL KERBED GRAVES**
Any memorial shall have a maximum dimension (including the foundations) of 42" (107cm) wide x 78" (198cm) deep.

MEMORIAL APPROVAL

This notice confirms the policy of Ketley Parish Council and the conditions for the erection of, and placing of, monuments, stones etc. in the Garden of Rest.

- The Garden of Rest is owned and managed by Ketley Parish Council. All administration and maintenance is undertaken by employees and contractors of the Parish Council, working under the instruction and agreement of the Parish Council at all times.
- All memorials (both new and refixed) shall be fixed in accordance with the NAMM Code of Practice.
- A minimum of 6 months is required before any gravestone, memorial or like can be erected. This is at the discretion of the Parish Council taking into consideration the condition of the ground.
- No gravestone, memorial or such like shall be erected or placed in the Garden of Rest without written permission from the Parish Council.
- No gravestone, memorial or like shall be erected or placed on a grave for which the exclusive rights of burial have not been purchased and payment received.
- Memorials and surrounding areas must be left in a safe, clean and tidy condition and not erected in any way that creates a nuisance to any other grave. No debris, unused foundations or other material shall be left in the cemetery.

- All memorials shall be set at the proper level for the design, with due allowance being made for sloping ground and shall be fixed in alignment with the other memorials in the Garden of Rest according to the requirements of the Parish Council.
- The removal of the memorial for further burial or other such reason is the responsibility of the applicant and not the Parish Council. Stonemasons are responsible for any damage that they may cause at the site whilst removing or fixing memorials.
- The Parish Council reserves the right to refuse the erection or placing of any memorial within the Garden of Rest.
- All memorials will be inspected for stability with a simple hand push test at least every 5 years. Any found to be unstable will be made safe with attention to provide temporary stability or laid flat if necessary. The Parish Clerk will attempt to contact the grave owner and will place a notice on the memorial stone in order that arrangements for repair can be made by the owner of the grave.
- In the event of any memorial falling into disrepair and the necessary repairs not being carried out within six months after notice from the Council, the memorial may be removed by the Council, subject and in accordance with the provisions of Schedule 3 to the Local Authorities' Cemeteries Order 1977. The Parish Clerk shall make reasonable efforts to communicate with the grave owner by giving written notice by post to the owner when repairs are necessary.
- The Council can accept no responsibility for damage to memorials, and owners are advised to obtain adequate insurance cover.
- Display of Images/Items on Graves or in the Grounds Images or items that could be regarded as distressing, obscene or offensive must not be displayed in the cemeteries or crematorium and may be removed without notice
- Memorials may only be erected on grave spaces in which the exclusive right of burial has been purchased. No memorial or ornament may be placed on or over any grave space in which the exclusive right of burial has not been purchased

DESIGN OF MEMORIALS

- Ketley Parish Council is pleased to allow a photograph to be included on a memorial. This shall be no larger than 8" (20cm) x 6" (15cm) and shall be head or head and shoulders only. Any photograph which may be offensive to others will not be accepted and will be removed without notice. A copy of the photograph should be forwarded with your application.
- Ketley Parish Council acts in the best interests of the community and in order to comply with Health and Safety regulations cannot accept candles or lights on any memorial, stone or grave.
- Ketley Parish Council aims to maintain the Garden of Rest to the highest possible standard and general maintenance is important. In order to assist with this aim, the placing of slabs, side kerbs, stones or chippings (other than those forming part of a formal memorial for which written permission has been granted) is strictly prohibited.
- Whilst it is accepted that some other memorials are meaningful to the family, the Parish Council can take no responsibility for them if they are placed on a grave. Items such as windchimes, toys etc. are only accepted for a limited period of time and at the family's own risk.
- Please use the bins provided for all litter and rubbish including old flowers and wreaths when removed from the graves.

- Ketley Parish Council reserves the right to remove any item or memorial contravening this policy.
- The Policy and conditions apply to all graves, memorials and gravestones in all cases.

INSTALLATION OF MEMORIALS

- Any stonemason seeking to install a memorial shall hold a current licence issued by Ketley Parish Council.
- For each memorial, or additional inscription, the stonemason should submit an application on the appropriate form for permission.
- The stonemason should notify the Council's Cemeteries Officer of the day and approximate time of any removal or installation of all memorials.

SCATTERING OF CREMATED REMAINS (ASHES)

Ashes can be scattered within the Garden of Remembrance specifically designed for the purpose. The area is also a peaceful area to sit and reflect and memorial benches are located in the area.

Records are kept of where all cremated remains are scattered, and if someone's cremated remains have been scattered in the Garden of Remembrance their position can be traced.

If you decide to have the cremated remains scattered in the Garden of Remembrance you will need to decide whether they are to be in the same position as another member of the family whose cremated remains have been scattered in the Garden of Remembrance or if they are to be scattered in a position decided by the Parish Council.

You will need to decide whether you want to attend the Scattering. If you decide to attend the Scattering it will be on a weekday and an appointment is necessary. You will be escorted around the Scattering areas and can choose the position. You may do the actual scattering yourself and, if desired, a Minister can conduct a short service. A funeral director will do it for you, should you want a list of contacts please approach the Parish Clerk. If you decide not to attend, the cremated remains will be scattered in a dignified manner by your chosen funeral director.

Fresh cut flowers and/or small wreaths are permitted to be laid on the ground in the flower garden area. A flower or shrub can also be planted to make out the area where the ashes have been scattered although no trees can be planted. The Parish Council reserve the right to remove, cut back or remove any flowers or plants if they are too large for the flower garden or if they have died.

MEMORIAL WALL PLAQUES

A Memorial Wall is located within the Garden of Remembrance. Decorative panels accommodate single and double plaques bearing an engraved motif, the name of the deceased, and a short inscription normally including the years of birth and death. The double plaques are provided to allow for two names and inscriptions to be recorded together if desired.

Wall plaques can be leased for a ten-year period. The Council will reconsider the memorial scheme at the end of this period and advise applicants of options at that time. No personalised message cards or flower displays can be placed on the memorial wall.

If a reserved space is required the reservation must be made at the time the original plaque is purchased.

SIZE AND DESIGN OF WALL PLAQUES

A granite memorial wall plaque with inscribed motif (10-year lease) should be part polished black or dark grey granite 25mm thick Gold or Silver lettering measuring:

Single Wall Plaque	100mm x 300mm
Double Wall Plaque	200mm x 300mm

Plaques will be fixed in order of purchase top to bottom with 25mm gap between plaques.

MEMORIAL BENCHES

No new benches are currently allowed in the Garden of Rest pending a full review of bench provision. The review will be completed during 2022/23.

1. No memorial benches are permitted in Red Lake Garden of Rest other than those provided by the Parish Council.
2. No person shall be permitted to provide their own bench. For information on the range of benches available, please contact the Parish Clerk. The benches supplied will be regularly reviewed for suitability, quality etc., in line with these Regulations.
3. Memorial benches will only be allowed in predetermined locations selected by the Parish Clerk, which could be subject to change. For further information on these locations please contact the Parish Clerks Office.
4. Anyone who purchases a Memorial Bench from the Council must accept full responsibility for the maintenance of the bench and if, in the opinion of the Parish Clerk, a bench has not been adequately maintained or is showing signs of damage or neglect, it will be removed and disposed of. Memorial Benches must remain in their original colour, or as close as possible to. On wooden memorial benches, only suitable wood stains should be used in their maintenance. Any Memorial Bench maintained in an alternative colour will be removed immediately.
5. The Council will not be held responsible for any theft or damage to a bench unless caused by the act or default of its employees.
6. Benches are installed on the understanding that they are a facility which may be used by any cemetery visitor and are not for the sole use of the purchaser.
7. Other than the official plaque or plaques that may be fitted to a bench, no other forms of memorialisation should be placed on or around the bench, or ground maintenance or improvement works undertaken around the bench.
8. No plants, planting, pots or other loose items will be permitted around the bench and no additional items can be affixed to any bench or to the fencing or buildings. The Parish Council reserves the right to remove any such items or plants.