

MONMOUTHSHIRE COUNTY COUNCIL LAWN CEMETERIES INFORMATION SHEET
(to be given to the family to take away at the time of arranging the funeral)



The grave will be situated in the **Lawn Gardens** to which the following apply:

Following the interment, the surface of the grave will be built up to produce a uniform mound proud of the surrounding surface. Soil from the grave excavation will be used – please note that it maybe stony, but this will not be the final soil covering. Excess soil will then be removed from the grave.

After mounding, floral tributes will be carried from the layout area and placed on the grave. Floral tributes, which still remain, shall be removed from the grave for disposal not less than 14 days and not more than 21 days after the funeral.

Settlement will be made good every 4, 8 and 16 weeks after the funeral. Sufficient soil will be used to reform the mound originally created. Any floral tribute moved to carry out this work will be replaced upon completion. **Fencing, borders, gravel, stone edging etc are not permitted in or around the grave and will not be replaced following scheduled maintenance.**

After 24 weeks have elapsed the grave will be levelled – the surface will be dug over to produce a fine tilth and then raked level. Turf will be laid, or grass seed used, depending on the time of year, on the grave so that the original surface is restored.

After 24 weeks a memorial eg headstone or tablet can be fixed to the head of the grave. A consent permit must be obtained by the Exclusive Rights of Burial (ERB) holder from Monmouthshire County Council (MCC), via a Memorial Mason (MM) registered with MCC and a registered MM must be used to fix the memorial. The memorial must be a:

- Headstone only (without kerb) not exceeding 106cms in height, 76cms in width and 15cms in thickness, or a Memorial Tablet not exceeding 45cms square.
(NB there is no obligation to erect a memorial)

The grass will be cut by the Grounds' Maintenance team during the months March – October where no tributes are placed on the grave space other than at the head of the grave.

Movable items such as pots, vases and ornaments are permissible on the grave space (grave surrounds of any kind such as fences, kerbs, stones etc. and shrubs and trees planted in the soil are not permitted and will be removed by the Council), however, **if you choose to place the permissible items on the grave space, other than at the head of the grave, the Council will not cut the grass or maintain the grave.** The responsibility will fall to the ERB holder.

Where a grave is found to be neglected (eg long grass), is becoming a nuisance to adjoining plots or presents a health and safety risk, the Council reserves the right to re-site all items to the head of the grave and recommence the upkeep. The Council also reserves the right to remove any items it deems unsuitable or disrespectful. ERB holders will be notified of this action.

To enable the cemetery to operate there may be some occasions when the Sexton will need to move items to the head of the grave. Such circumstances might be to allow the access of machinery to a grave and/or the placing of the soil and also to allow the safe passage of a funeral cortege/ bearers. Items will

be replaced by the Sexton at his earliest convenience once the funeral has taken place. We cannot guarantee that items will be returned to the exact position on the grave and ERB holders are reminded that any item on a grave without a permit is placed at the owner's risk. The Council cannot be held liable for any damage or breakages. As notification of such action may cause a delay in a burial, we will not be able to inform you prior to the event but we will leave a laminated note at your graveside to inform you as to why the items have been moved.

Grave spaces must remain grassed. Any other medium/ including bare soil, will result in the Council re-siting items and taking back the responsibility of maintenance.

There will be designated areas of the cemetery that are left longer to promote wild flora and fauna.

Due to operational constraints, soil from burials in nearby plots may need to be placed on your grave. Any memorial headstone will be protected, and the grave will be boarded to help keep mess to a minimum. Once the interment has taken place all endeavours will be made to return the grave to its former state.

An ERB will be sent to the applicant/s within 4-8 weeks of the burial.

For Grounds Maintenance queries:

Llanfoist, Llanelly and Monmouth Cemeteries please contact:

Sherri Cross, 07977014162, sheralynncross@monmouthshire.gov.uk

Chepstow Cemetery please contact:

David Tucker, 01600 738100, davidtucker@monmouthshire.gov.uk

For Administrative queries please contact Cemeteries Officer:

Rhian Jackson, 01873 735852, rhianjackson@monmouthshire.gov.uk