



EAST HADDON  
PARISH COUNCIL

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## **CONDITIONS OF EAST HADDON PARISH COUNCIL IN GRANTING PERMISSION FOR MEMORIALS**

Parish Council policy is to permit the erection of simple memorials over graves with appropriate wording and to allow simple alterations to existing memorials. The attached schedule provides advice on the design, construction and installation of memorials and the conditions of the Parish Council in granting permission for memorials. The existence of a similar memorial to the one for which permission is being sought is not of itself a reason for granting permission.

### **1. Rights to erect a memorial**

The right to erect a memorial is permitted for a period not exceeding 50 years. Families or Caretakers of graves remain responsible for the maintenance of graves and memorials and will be the point of contact for East Haddon Parish Council for any administration matters.

### **2. Compliance**

All new memorials or re-fixing of existing memorials must be installed to the latest edition of the NAMM Code of Working Practice and the British Standard (BS) 8415. The owner must receive a guarantee from the stone mason for the memorial and this must be copied to the Parish Council. Minimum guarantee accepted is for a 10-year period.

### **3. Grounds Maintenance**

Consideration to ground maintenance and upkeep of the Cemetery must be considered when placing memorials. East Haddon Parish Council reserves the right to remove memorials and related items if they affect the good housekeeping of the cemetery.

### **4. Memorial Dimensions**

**Full size plot:** A memorial stone shall be no larger than 3 ft (0.91m) high (measured from ground level), 2 ft 6" (0.79m) wide and 3" (7.5cm) in thickness. In keeping with the aesthetics of the Cemetery we ask that consideration be made to the size of the memorial in order that it is not too small.

**Cremated remains plot:** A plaque of dimensions 12" x 12" (30cm x 30cm) only shall be permitted and shall be of suitable stone (black granite or York stone is preferred) and shall be laid flush with the ground, in order that a mower may pass freely over it. Memorial flower holders are not permitted in this area.

### **4. Memorial design**

A memorial may stand on a stone base provided the base is an integral part of the design, does not project more than 3 inches (7.62cm) to the side or the rear of the memorial and does not project in front of the memorial any more than is necessary to accommodate a vase for flowers if so chosen. Such base to be fixed to a foundation slab which is flush with the ground so that a mower may pass freely over it. Kerbing is not permitted. White marble is not permitted and non reflective stone is preferred.

The Grave number must be inscribed on the reverse of the memorial bottom right.

## **6. Inscriptions**

Inscriptions should be simple, relevant and appropriate.

## **7. Maintenance**

Maintenance of grave spaces and memorials are the responsibility of the families or caretakers who are responsible for keeping these in good order. The Parish Council will respect those graves receiving regular maintenance but reserve the right to remove plants, containers and mounding if the grave is not being regularly maintained.

## **8. Permission**

Permission to erect, alter or the addition of further inscriptions to a memorial together with the payment of appropriate fee must be obtained from the Parish Clerk. Please contact the Parish Clerk for a form or download from the Parish Council website.

## **9. Safety Checks**

Memorial Headstone Testing will be carried out periodically. Testing will be carried out by specialist NAMM or BRAMM trained inspectors who have passed the City & Guilds Certificate of Competence for the safety inspection and assessment of memorials. If any are found to be unsafe, the family of the deceased will be contacted to promptly arrange the securing of the headstones in the interest of public safety. In cases where a family cannot be contacted, or there is a delay in action, and the memorial is unsafe and a danger, the Parish Council appointed representative will lay the memorial down with respect and sensitivity.

The Parish Council shall be indemnified by persons carrying out work in the cemetery against claims from all works. The Council accepts no liability for claims arising from work carried out by third parties. The Council accepts no responsibility for damage or loss however caused

The above guidelines are made to offer clear direction and to ensure we maintain a well-kept, tranquil and dignified atmosphere within the cemetery. The co-operation from all is very much appreciated.

