

## Guidance notes on graves and memorials

These guidance notes will help you to understand the choices that are available to you when selecting a grave in one of our cemeteries. Graves are located in cemetery sections according to their type.

### BUYING A GRAVE

When buying a grave it is important that you understand what it is that you are actually purchasing.

#### Purchased Grave

You are not purchasing any land and no ownership of land is transferred to you.

What you will be purchasing are the **Exclusive Rights of Burial** for a grave for an agreed period of time. These Rights will be assigned to you by a Deed of Grant which is a legal document.

The Deed grants you the right to:

- be buried in a designated grave if space is available (includes cremated remains);
- authorise further burials in the grave where space is available, or for the interment of cremated remains;
- apply for a permit to place an inscribed memorial on the grave or give permission for an additional inscription to be added.

By law, a purchased grave may only be opened for the burial of the Deed owner or for the burial of another person with the written permission of the Deed holder. The Deed must be transferred by legal process should somebody else wish to arrange a further burial in the grave. You should keep your Deed safe as it forms part of your estate.

#### Unpurchased Grave

Unpurchased graves do not have any additional Rights and therefore no memorial is permitted and additional and unrelated persons may be buried in grave.

### TYPES OF AVAILABLE GRAVES

#### Lawn Grave

These graves are offered for those who want to place a memorial headstone only on a grave space. The planting of memorial flowers is permitted in a border at the head of the grave but must not exceed 30cm in depth (adult) or 15cm in depth (child) from the memorial. **NO** kerbs, fences or surrounds are permitted on the grave and will be removed without further notice. No trees or shrubs may be planted on the grave. Maintenance of the memorial and planting is the responsibility of the grave owner and cemetery staff will maintain the lawn area.

## **Traditional Grave**

These graves are offered for those who want greater choice over the design of the memorial, or do not want people to walk over the grave. The entire grave can be surrounded by kerbs, edging or mounded full length, with a memorial stone placed at the head of the grave. The grave area within the grave surrounds can be either planted out with suitable plants or covered. Trees and large shrubs are not permitted. Maintenance of the memorial and grave space is the responsibility of the grave owner.

## **Cremation Grave**

These plots are smaller than full size graves and are for the burial of cremated remains only.

# **MEMORIALS**

## **Memorial permits**

If you purchase a grave you will have the right to apply to erect a memorial on the grave. A memorial permit is required for all permanent memorials. Memorials are not permitted on unpurchased graves and will be removed without further notice.

We only allow masons who work to industry standards and are registered with either the National Association of Memorial Masons (NAMM) or the British Register of Accredited Memorial Masons (BRAMM) to work in our cemeteries.

Please note that no work can be carried out on a memorial without:

- The authority of the person holding the Right of Burial to the grave
- Your memorial mason submitting an application form and fee to the Council
- The Council issuing a permit

The memorial mason's application form makes clear what is permitted with regards to size and fixing.

All memorials remain the responsibility of the grave owner and must be maintained in good order.

## **Memorial safety**

Leicester City Council has a statutory duty under the Local Authorities Cemeteries Order 1977 and Health and Safety at Work Act 1974 to ensure that risks within our cemeteries are properly managed. In order to fulfil this requirement all memorials are subject to safety inspections.

Any memorial installed in our cemeteries will be inspected and tested every 5 years to ensure that it is safe. This will include a test to ensure the memorial can withstand a reasonable pressure without falling over.

Where an inspection reveals a memorial to be unsafe, we are legally required to make safe any hazard. Please note we will not carry out any repairs. This may involve laying flat the headstone.

Owners of unsafe memorials will be notified in writing at their last known address of the situation. Owners are then responsible for contacting a qualified memorial mason in order to carry out any necessary repairs.

### **Unauthorised memorials**

In accordance with the Local Authorities Cemeteries Order 1977, the council reserve the right to remove from the cemetery any unauthorised memorial. The council may remove unauthorised items at any time without giving further notice.

## **FURTHER ADVICE**

If you require any further advice or information please contact:

Bereavement Services

Gilroes Crematorium

Grobby Road

Leicester

LE3 9QG

Telephone: 0116 373 7327

Email: [cemeteries@leicester.gov.uk](mailto:cemeteries@leicester.gov.uk)

Web: [www.leicester.gov.uk/bereavementservices](http://www.leicester.gov.uk/bereavementservices)