



## IMPORTANT INFORMATION CONCERNING MEMORIALS

The importance of memorials as a means of commemorating the life of a loved one is widely recognised and Llanelli Joint Burial Authority supports this view. Therefore we wish to permit you to have the widest possible choice of memorials to fulfil this need. For this reason the Burial Authority has liaised and networked with local Memorial Masons together with The National Association of Memorial Masons and the British Register of Accredited Memorial Masons, to ensure that the widest possible range of designs and materials are available when choosing a memorial.

The actual size and design of the memorial will depend upon the location of the individual grave. Your chosen memorial mason will be fully aware of the Burial Authority's regulations for each section of Llanelli District Cemetery and will be able to advise and guide you in your choice. You can obtain a list of all Memorial Masons authorised to work within the cemetery from the website or from cemetery office.

It is important that you as a grave owner are not only aware of the various services we will undertake on your behalf, but by having placed a memorial in the cemetery you accept a number of responsibilities in this regard.

### **Memorial Owner Responsibilities:**

- 1) The memorial remains the property of its owners and does not become the property and responsibility of the Burial Authority. As a

result should any claim arise, the Burial Authority cannot accept any responsibility.

- 2) It is the responsibility of the grave owner(s) to ensure that the memorial is maintained in a safe condition and does not pose a hazard to cemetery staff or visitors. If you have any concerns over the condition of your memorial, you should contact the memorial mason who carried out the work, or the cemetery office for further advice.
- 3) Accidents may arise when a memorial isn't stable through deterioration of the cement or poor installation practises. All memorials are inspected and tested six months after installation and the memorials in each section of the cemetery are tested on a rolling programme. If a problem arises with the stability of the memorial we will inform you in writing and of the procedure to follow. If the memorial is seriously unstable the Authority will fit a temporary support or even lay the memorial flat to protect others from possible injury or damage to the memorial if it topples over.
- 4) In the unlikely event of the memorial being damaged by third parties, the Burial Authority does not accept any liability or responsibility. Therefore you may wish to arrange suitable insurance cover to protect your memorial. Your chosen memorial mason or insurance broker will be able to assist in this aspect.
- 5) Regular safety checks of memorials are carried out by trained cemetery staff. If the memorial is found to be unsafe, we will advise you of this in writing to the address held on the cemetery database. For this reason, we ask that a change of address is communicated to the cemetery office.

## **Memorial Permit Application:**

The memorial mason you selected will submit a permit application to the Authority to enable the company to carry out the work. All persons registered with the Authority as legal grave owners must sign the permit form authorising the mason to carry out the work. Staff will check the permit application before allowing the work to proceed. Memorial masons are charged a fee for this service.

The permit policy ensures that:-

1. The memorial mason is one of those listed on the Burial Authority's 'Approved list of Memorial Masons'. A condition of approval is a stability guarantee or a certificate of conformity issued to both you and the Burial Authority.
2. No memorial is erected without the express permission of all the grave owners.
3. The memorial is fixed on the correct grave in a satisfactory manner in accordance with industry fixing methods to the applicable British Standard.

## **Memorial Refurbishment and Safety:**

The purchase of a memorial represents a considerable financial commitment and the Burial Authority wishes to encourage grave owners to be aware of the need to professionally maintain their memorials. Therefore when an application by a memorial mason is made to the Burial Authority to refurbish or repair a memorial, the Burial Authority will carry out the normal checks relating to the memorial permit application free of any charge.

The Authority maintains a continuous monitoring and testing programme for memorials. Our memorial safety programme does not generate any income for the Authority and in fact represents a considerable cost; however safety within the cemetery is of the utmost importance.

The Burial Authority's procedure for testing the stability of memorials follows national recognised guidelines and procedures. Please contact the cemetery office if you require further information or if you would like to

request an inspection of your memorial. There is no charge for a memorial inspection.

## **Removal of a memorial for further interment:**

Responsibility for the removal of memorials to facilitate further interments within a grave lies solely with the owner or owners of the exclusive rights of burial for the grave. This is normally arranged through the funeral director who will contact a memorial mason who will dismantle and remove the memorial from the cemetery grounds. Following the interment, the grave owner is responsible for arranging the re-instatement of the memorial by an approved memorial mason.

To allow for ground settlement, six months must elapse before any memorial can be considered for erection on a grave re-opened for further interments. This is not required for the interment of cremated remains where ground settlement should not be an issue. The Burial Authority has the right to decline the application to install a memorial if the ground condition is deemed unsuitable at that time.

Also there is no specific time limit on new grave plots as the memorial is normally installed on undisturbed ground where ground settlement should not affect the stability of the memorial.

## **Temporary Grave Markers, Wooden Crosses:**

It is not a stipulation that a memorial has to be erected on a lawn grave or a cremation plot, however all memorial installations must comply with the cemetery regulations. Wooden crosses or grave markers are classified as temporary markers.

Temporary markers must adhere to the cemetery regulations and must be correctly and safely installed. Temporary markers that are incorrectly installed or have not been maintained may be removed without prior notice.

## **Cemetery Maintenance:**

We make every effort to maintain a rolling programme of grounds maintenance subject to the demands of the funeral diary and taking into account the season and weather conditions. We also make every effort to ensure that memorials are treated with dignity and respect and not affected

or damaged during the course of the grounds maintenance works. Cemetery employees are fully trained in the use of the specialist equipment used within the cemetery. However there are occasions when maintenance causes cut grass to be blown on a memorial, we would like to reassure you that this does not cause any damage and is generally easy to remove by wiping with a cloth. Employees utilise blowers and manoeuvre cutting machinery to limit the effect of cut grass depositing on memorials wherever possible.



Lawn and Garden of Remembrance Sections have been designed to permit the use of ride-on and pedestrian mowers; therefore the type of memorial permitted is strictly controlled. In all areas, including traditional sections, the Burial Authority regulates that grave owners confine tributes to the memorial and refrain from placing any object on the grave space.

Additional vases, containers, kerbs, fencing, stones or chippings are not permitted on the grave space as they hinder grass cutting and can be inadvertently damaged by cemetery equipment. The Authority will not be held responsible for any damage to memorial items that contravene these requirements.

Freestanding mementoes placed on memorials are discouraged as these can, in adverse weather conditions break or be blown away. This causes distress to the owner and can also pose a danger to cemetery employees, machinery and visitors.

Glass or china vases, containers or mementos is strictly prohibited in all areas of the cemetery for obvious safety reasons.

Memorial items are not to be placed on any grassed areas of any graves, apart from wreaths and tributes placed immediately following a funeral, or by prior agreement with the cemetery management on occasions such as anniversaries, birthdays etc. Christmas wreaths are permitted but will be removed by cemetery employees following the 1<sup>st</sup> of February.

The Burial Authority respectfully requests that all visitors take care regarding personal safety when visiting the cemetery where uneven ground and other impediments can create trip hazards. Care should be taken when visiting the cemetery in wet or icy weather conditions.