

CEMETERY RULES & REGULATIONS:

1) Design of Headstones:

Simple headstones not more than 1200mm high X 900mm wide X 150mm thick, nor less than 750mm high X 500mm wide and 75mm thick.

Note: A base forming an integral part of the design of the headstone is permitted and may, if thought appropriate, incorporate a vase for flowers, such vase being so arranged that the top of it is level with or below the surface of the base. A base shall not project more than 50mm beyond the headstone in any direction, except where a vase is incorporated when the base may extend a maximum of 200mm in front of the headstone. The foundation slab shall extend beyond the base by between 75 - 125mm all round.

Crosses not more than 1350mm high X 600mm wide X 100mm thick. No cross shall stand on more than two steps, the step, or the lower of two steps, shall measure no more than 600mm from side to side and 300mm from front to back.

Horizontal ledgers either flush with the turf or raised not more than 225mm above a base, which should be flush with the turf and extend not less than 75mm all round the ledger. Inclusive measurements shall be not more than 2100mm X 900mm.

As an alternative to a headstone, natural stone vases or urns measuring not more than 300 X 200 X 200mm.

No monument shall include any kerbs, railings, plain or coloured chipping, figured statutory, pictorial etchings or photographic representations, or be in the form of an open book or a heart.

Fixing Requirements: It requires that structural connections (like between the base and foundation) are mechanically fixed with stainless steel dowels or bolts. Cement mortar or adhesives alone are strictly prohibited as the sole method of bonding.

Ground Anchors & Monoliths: The standard specifies the use of accredited, rigid ground anchor systems or "monolithic" fixing methods to prevent memorials from falling.

All Headstones must be installed to the latest BS8415 standard and installed by a Licensed fitter who comply with British Register of Accredited Memorial Masons (BRAMM) & National Association of Memorial Masons (NAMM).

No Tree, Shrub or Plant will be allowed upon any Grave space unless prior agreement has been given by Bidborough Parish Council.

Bidborough Parish Council reserves the right to remove any plants/shrubs which are not tended which have therefore become overgrown and unruly as determined by the Parish Council. All Graves will be inspected according to these criteria on a regular basis.

2) Materials:

Monuments must be in weathering natural stone or slate, or hard wood. Care should be taken to see that stones blend with the setting of the church, churchyard and locality. Stones shall not be mirror polished nor polished beyond a good smooth finish.

All Headstones and Memorials must be approved by Bidborough Parish Council before any order can be placed.

3) Garden of Remembrance:

The allocated area for the committal of cremated remains shall be 600mm X 600mm.

Wooden caskets or biodegradable boxes containing cremated remains must be located centrally within the area designated and be buried with the top of the casket/box a minimum 450mm below ground level unless it is intended to bury two caskets/boxes in the same plot therefore the depth will be deeper.

Standard memorial plaques of 450 mm X 380mm only will be permitted within the Garden of Remembrance and a copy of every inscription, i.e. a complete copy of the proposed finished memorial plaque must be submitted to the Bidborough Parish Council for approval prior to work being commissioned. If required a small hole for flowers can be incorporated within the plaque in the top left hand side.

All Memorials must be installed to the latest BS8415 standard and installed by a Licensed fitter who comply with British Register of Accredited Memorial Masons (BRAMM) & National Association of Memorial Masons (NAMM).

Note to Stonemasons:

Please leave a gap of at least 4 inches between each ashes Memorial stone.

4) Inscriptions Headstones and Memorials:

The Christian and surname of the deceased should be given, with age and date (or year) of death or, of birth and death. The terms of any epitaph should be approved by Bidborough Parish Council. No advertisement or trade mark shall be inscribed on any Headstone or Memorial but the name of the Stonemason may be inscribed on the reverse of the Headstone or Memorial in unpainted and unleaded letters no larger than half inch (15mm) in height.

Bidborough Parish Council reserves the right to refuse any inscription on the grounds that it may cause offence.

No additional colouring/gilding/silvering will be accepted on any plaque i.e. all lettering must be carved from the original material. However, we recommend that the wording is etched in either black or gold as some stone when wet make the wording difficult to read.

Bidborough Parish Council reserves the right to remove any plants/shrubs which are not tended which have therefore become overgrown and unruly as determined by the Parish Council. The Garden of Remembrance Memorials will be inspected according to these criteria on a regular basis.

5) Solar Light Decorations, Bottles & Cans:

No type of Solar light decoration is permitted on any grave or memorial plot.

The placing of an empty or full Bottle or Can on a grave or memorial is not permitted. These are easily broken and become a hazard not just to visitors but to those who look after the church yard. Any such item will be removed.

6) Eligibility & Cost:

a) All parishioners who die within the Civil Parish of Bidborough are eligible for a burial plot or a plot in the Garden of Remembrance.

Anyone who lives in The Bounds area which includes: part of Darnley Drive, Bounds Oak Way, Smythe Close, Birchwood Avenue, Dower House Crescent, Hardinge Avenue, Brookhurst Gardens Great Bounds Drive, are not permitted for burials but can have ashes placed in the Garden of Remembrance.

b) Persons who live outside the Civil Parish but within the Ecclesiastical Parish of St. Lawrence, Bidborough are eligible for space for ashes in the Garden of Remembrance.

c) Persons who lived outside the Civil and Ecclesiastical Parishes of Bidborough but were on the St. Lawrence Church Electoral Roll at the time of death are eligible for space for ashes in the Garden of Remembrance.

d) At the discretion of the Parish Council, the Garden of Remembrance/Cemetery will also be available for the burial and/or cremated remains of persons who have in the past been resident in the Civil Parish of Bidborough or on the St. Lawrence Church Electoral Roll.

However please note this cannot be guaranteed.

The current level of charges are as follows:

- Burial Plot £50.00 (Eligibility a)
- Garden of Remembrance Plot £50.00 (Eligibility a)
- Garden of Remembrance and/or Grave Plot £100.00 (Eligibility b, c, d)

e) All ashes plots incur an additional £50.00 preparation charge.

7) Contractors & Preparation of Graves:

In view of the geological problems of Bidborough Cemetery, Bidborough Parish Council would nominate the following contractor who has offered a very reliable and efficient service to date to carry out this specialised work:

Please also note the time to prepare graves could be expensive.

MDH Horticultural Contractors who can be contacted on 01892 525375 and email: mdhhorticulturalcontractors@outlook.com

Cost for the preparation of Graves are invoiced directly by the grave contractor to the Funeral Director for passing on to the deceased family and/or solicitor acting on their behalf.

8) Headstone & Memorials Surveys & Actions:

The church yard & cemetery at St Lawrence Church Bidborough is now carrying out surveys of Headstones & Memorials every five years. These surveys are required to make sure that Headstones & Memorials are stable and do not pose a risk to collapse or movement. Headstones and Memorials are the responsibility of the deceased family and any repairs that are required are NOT the responsibility of Bidborough Parish Council or St Lawrence Church Bidborough.

If after each five year survey a Headstone or Memorial is deemed to be unsafe, Bidborough Parish Council will contact the family to inform them of what actions they should take. However, if no reply is received within 30 days Bidborough Parish Council have the right to lay Headstones and Memorials down to prevent an accident. Furthermore, if we feel that this needs to be done sooner for a Health & Safety reasons we will carry out this function prior to the family being informed.

9) Payments:

Cost of Ashes plots (including preparation) and/or Grave plots are payable to the following:

Cheques Payable to Bidborough Parish Council

Bank Transfer to Bidborough Parish Council, Sort Code 30-98-77 Account No 01486651

10) Alteration to Rules & Regulations:

Bidborough Parish Council reserves the right to amend these Rules & Regulations from time to time as is considered fit.