



## PROBUS PARISH COUNCIL

CLERK: Mrs M Roper, Lee Ho, Ashdown Close, Sticker, PL26 7EU

email [clerk@probusparishcouncil.gov.uk](mailto:clerk@probusparishcouncil.gov.uk)

Website: [www.probusparishcouncil.gov.uk](http://www.probusparishcouncil.gov.uk)

### Introduction

Probus Parish Council owns and is responsible for 1 Cemetery within the Parish.

Probus Cemetery, Ladock Road, Probus is a Lawn Cemetery, and graves are kept as lawn for ease of maintenance.

### Burial Rules

1. All interments must be notified to the Clerk via telephone call in the first instance, and confirmed in writing using the Parish Council's Application Form signed by the family acknowledging they have read and agree to abide by these regulations. This must be accompanied by the Certificate for Burial or Coroner's Certificate or Certificate of Cremated Remains and appropriate fee.
2. David Dingle is the appointed Sexton and his fees are payable direct.
3. Road vehicles may not be driven on any part of the Burial Ground other than the parking area or main service path and must not exceed 5mph.
4. Applications for the installation of headstones or wooden crosses, which should not exceed 762 millimetres in height, (2 feet 6 inches), and 762 millimetres (2 feet 6 inches) wide or for additional inscriptions on existing headstones, must be accompanied by a sketch plan showing wording and dimensions. The Council reserves the right to refuse permission for a memorial to be placed in the Cemetery when the inscription is deemed inappropriate by the Council. The Council will not be responsible for any damage to memorials or headstones by storm, wind, lightning, subsidence, acts of third parties or any other cause other than as a direct result of negligence of their employees or sub-contractors. A Permit must be received before any Memorial is erected.
5. Tablets or desktop memorials for cremated remains in the Garden of Remembrance may have a maximum base of 610 millimetres (2 feet) by 610 millimetres (2 feet) and should not exceed in height 150mm for first 2 rows (to avoid overshadowing of other plots) and 610mm high for back row only. A Permit must be received before any Memorial is erected.



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6. Kerbstones are not permitted.
7. Footstones are not permitted.
8. Loose chippings, stones, pebbles or wood chippings of any kind are not permitted in or around graves.
9. All memorials i.e. Headstones and Monuments must be supplied and fitted by a Monumental Stone Mason. All memorials will be subject to ongoing stability testing in accordance with the Council's policy and the Council reserves the right to remove/repair any memorial which has become or is likely to become dangerous or which is in a derelict or unsightly condition
10. Glass containers & ornaments are prohibited and the Council reserves the right to remove them without prior notice. Vases permitted only if incorporated within the headstone.
11. Clearance of flowers and wreaths is the responsibility of family members but removal may be carried out by the Council's ground staff on deterioration.
12. No more than one headstone per grave except with the written permission of the Parish Council.
13. Burial in a grave will not confer ownership of land or passing of title to that particular grave. All rights remain with the Parish Council.  
The Council reserves the right to remove:
  - Any unauthorised memorial or any tree, plant or shrub, any stones, gravel, chippings, this list is not exhaustive but indicative.
  - The Council may recover the cost of removing any unauthorised memorials, materials, tributes and reinstating any damage caused to the ground or any feature within the Cemetery from the holder of the Exclusive Right of Burial
14. Please be aware that when a grave in Probus Cemetery is purchased, what the purchaser is actually buying is the Exclusive Right of Burial for a period of 50 years, which may be renewed for a further period on expiry.



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15. These regulations are in addition to any currently enforced by Her Majesty's Government, The Home Office or H.M. Coroner within whose jurisdiction the cemetery may lie.
16. These Regulations may be subject to change resulting from government legislation or alterations in Council Policy or changes to working practices.

### Memorial Policy (as referred to in point 9 above)

To ensure safety of all visitors all memorials will be checked six monthly by the Parish Clerk and once every 3 years by a qualified memorial mason.

#### What takes place:

1. A visual check for obvious signs that a memorial is likely to be unstable.
2. Where a visual check suggests no stability defects, a hand test can help confirm that assessment or identify stability problems – this test involves no tools or equipment and is intended to provide support to the visual checks.
3. Arrangements for more detailed inspections of particular memorials where the initial inspection identifies significant risk, for example by a memorial mason.
4. Where a memorial is deemed to be unstable a notice will be placed on it advising family members to contact the Clerk for more details of the problem.
5. If family members make no contact within 3 months the Clerk will try to locate family members via Electoral Records.
6. If family members cannot be located the Parish Council will either repair the Memorial or lay the Memorial flat to eliminate the risk. This will be decided on stone by stone basis and no precedent will be set.

This policy is in line with guidance from the Ministry of Justice:

Managing the safety of burial ground memorials: practical advice for dealing with unstable memorials