



WALTHAM PARISH COUNCIL
CEMETERY COMMITTEE MEETING
MONDAY 22nd June 2026
AGENDA PACK

WALTHAM PARISH COUNCIL CEMETERY COMMITTEE AGENDA

Dear Sir/Madam

I hereby give you notice that a Meeting of Waltham Parish Council Cemetery Committee will be held in the Parish Council Office, Kirkgate, Waltham, DN37 0LS on Monday 22 June 2026 at 10.00AM.

All Members are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting hereunder.

In accordance with the Public Bodies (Admission to Meetings) Act 1960, members of the public and press may attend the meeting. Members of the public wishing to speak during the Open Forum are asked to contact the Clerk in advance of the meeting if possible.



Amanda Carr
Cemetery Clerk

17 June 2026

Agenda:

01:06/2026 Declarations of Interest:

- a) To record declarations of interest by any member of the Council in respect of the agenda items listed below. Should members become aware during the meeting that they have a disclosable pecuniary interest in any matter under consideration, they should declare the interest at that point.
- b) To note dispensations given to any member of the council in respect of the agenda items listed below.

02:06/2026 Apologies:

To receive any apologies sent to the Clerk from Members not able to attend the meeting.

03:06/2026 Open Forum:

Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. The period of time designated for public participation at a meeting in accordance with standing order 3(e) shall not exceed (15) minutes unless directed by the chairman of the meeting.

04:06/2026 Minutes:

To approve the minutes of the meeting 11 May 2026.

05:06/2026 Review of Waltham Cemetery Regulations

1. To review and consider simplifying the Waltham Cemetery Regulations in conjunction with issues raised by Grounds Maintenance Contractor.
2. To consider a proposal from the Waltham in Bloom group for the Cemetery Committee to review their policy on items which are allowed to be placed on graves.
3. To review management of 50cms space in front of memorials, to ensure effective grounds maintenance and ensure health and safety of all cemetery visitors.
4. To discuss and resolve any issues raised during the site visit to the Cemetery.

06:06/2026 Items for Full Council:

07:06/2026 Date of next meeting:

Draft Minutes of the Waltham Parish Council Cemetery Committee Meeting held at Waltham Parish Office, Kirkgate on Monday 11th May 2026 at 10.00AM.

Present: Councillors: Moss (Chair), Jackson, Teanby and Woodliff.

In attendance: The Cemetery Clerk, the Parish Clerk and one member of the public.

01:05/2026 To elect a Chairman of the Cemetery Committee for 2026/27.

RESOLVED: That Cllr Moss be elected as Chair of the Cemetery Committee for 2026-27.

02:05/2026 To elect a Vice-Chairman of the Cemetery Committee for 2026/27.

RESOLVED: That Cllr Lee be elected as Vice-Chair of the Cemetery Committee for 2026-27.

03:05/2026 Declarations of Interest:

1. To record declarations of interest by any member of the Council in respect of the agenda items listed below. Should members become aware during the meeting that they have a disclosable pecuniary interest in any matter under consideration, they should declare the interest at that point.

None

2. To note dispensations given to any member of the council in respect of the agenda items listed below.

None

04:05/2026 Apologies:

To receive any apologies sent to the Clerk from Members not able to attend the meeting. Apologies had been received from Cllr Lee and Surtees.

05:05/2026 Open Forum:

Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. The period of time designated for public participation at a meeting in accordance with standing order 3(e) shall not exceed (15) minutes unless directed by the chairman of the meeting.

A member of the public addressed the Committee regarding natural burials. The member of the public presented the Waltham in Bloom proposals that are to be debated later in the meeting.

06:05/2026 Minutes:

To approve the minutes of the meetings of 16 February 2026 and 23 February 2026.

RESOLVED: That the minutes be approved as a true record.

Date

Signed

07:05/2026 Cemetery Clerk's Report

To discuss the content of the Clerk's quarterly report.

The Cemetery Clerk presented the report, which included burial and income figures, a report on a cemetery tidy-up, and advice that had been received regarding a EROB transfer. The Clerk explained that she was working on a new Exclusive Right of Burial guide for families that explains the regulations.

RESOLVED: That the report be noted.

08:05/2026 Review of Waltham Cemetery Regulations

1. To review and consider simplifying the Waltham Cemetery Regulations.

RESOLVED: That the committee members shall review the regulations and bring feedback to a meeting of the Cemetery Committee on Monday 22nd June at 10AM, following a site visit at Ings Lane Cemetery on 15th June at 10AM.

2. To consider a proposal from the Waltham in Bloom group for the Cemetery.

RESOLVED: That this item be deferred until meeting of the Cemetery Committee on Monday 22nd June at 10AM.

3. To review management of 50cms space in front of memorials, to ensure effective grounds maintenance and ensure health and safety of all cemetery visitors.

RESOLVED: That this item be deferred until meeting of the Cemetery Committee on Monday 22nd June at 10AM.

09:05/2026 Grounds Maintenance:

1. To receive a quote for a railway sleeper 'container' for cemetery spoils.

A quotation of £350 was received for a raised sleeper bay 2.4m x 2.4m.

The Clerk advised that she would check the cemetery maintenance budget. Should insufficient funds be available the quotation shall be placed on the next agenda for Full Council.

RESOLVED: That the Committee recommends that this work shall be completed.

2. To receive a letter from a grave owner regarding bird droppings spoiling memorials.

RESOLVED: That the Clerk shall respond to advise that this is something that is outside the control of the Council.

3. To receive any updates on grounds maintenance and resolve any actions.

A query was received regarding strimming with a battery-powered trimmer in the vicinity of trees with nest boxes.

RESOLVED: That the contractor to be instructed to continue strimming using a battery trimmer only during the nesting season.

10:05/2026 Cemetery Development:

1. To discuss and agree the Summer 2026 edition Newsletter article on the proposals for the new cemetery survey.

RESOLVED: That the draft article be approved for inclusion in the newsletter.

Date

Signed

2. Agree a date, time and attendees for the pop-up stand to be held during the consultation period of the new cemetery survey.

RESOLVED: That pop-up events be held Wednesday 22nd July 10AM – 12PM (Cllr Jackson and Woodliff) and Saturday 25th July 10AM – 12PM (Cllr Jackson and Woodliff).

3. To receive any updates on the Cemetery Development and resolve any actions.

There were no updates to report.

11:05/2026 Items for Full Council:

None

12:05/2026 Date of next meeting:

Monday 22nd June at 10AM

The meeting closed at 11.18AM

Date

Signed

**Cemetery Issues Raised by MES Gardening during Cemetery visit
15th June 2026.**

1. Flowers in front of graves prevent effective strimming.
2. Plants over the grave prevent the grass from being cut.
3. Solar lights impact the maintenance of the grass.
4. Artificial flowers deteriorate and can get caught up in the mower/trimmer.
5. Some small trees have been planted in the headstone 'well' which is designed to hold flowers.
6. Planters at the foot of the grave are a trip hazard and impact ability to cut grass.
7. Flower 'flutes' – some graves have several – 4-5 along the front of the headstone.
8. 50cm in front of the headstone is being exceeded.

Amanda Carr

From: Cllr Heather Boothroyd
Sent: 02 March 2026 14:42
To: Amanda Carr
Subject: Proposal from WIB

Good Afternoon, Amanda,

The WIB group met this morning, and we would like to put the following proposal to the cemetery committee:

We propose the Parish Council review their policy on items which are allowed to be placed on graves. i.e. not allowing plastic or silk flowers, toys, ornaments, and any other non- biodegradable items to be placed on graves. Only fresh flowers should be allowed on graves.

This will prevent damage to maintenance machinery, stop the accumulation of non-biodegradable, dirty litter, and maintain a uniform, respectable appearance.

Kind regards,

Heather

Sent from [Outlook for iOS](#)

WALTHAM CEMETERY COMMITTEE

RULES AND REGULATIONS

1. General Regulations

- a. The burial ground is a lawned cemetery which is open daily to the public. Children accompanying visitors must be supervised at all times. All visitors must observe perfect decorum at all times. Groups of young people are not permitted in the cemetery.
- b. Dogs are permitted in the cemetery but must be kept on a lead at all times. Any dog fouling should be removed.
- c. Cycling in the cemetery is not permitted under any circumstances.
- d. Memorials may be erected on any grave with the written permission of the Parish Council. An application on the prescribed form with drawings showing all dimensions and inscriptions must be submitted to the Cemetery Clerk as per Waltham Cemetery Memorial Policy.
- e. A Memorial Headstone cannot be erected without an interment taking place.
- f. The Cemetery Clerk will allocate grave spaces.
- g. All cremation plots must be covered with a blank marker stone or inscribed plaque immediately after interment.
- h. A Simple wooden cross should be erected immediately following interment of full burial.
- i. The scattering of ashes within the cemetery is not permitted; this includes scattering ashes under the turf. There are provisions for the burial of ashes in an appropriate casket.
- j. Grass cutting and general maintenance will be carried out by a Parish Council approved contractor. Persons wishing to maintain their own graves may do so but no motorised equipment is to be used without prior approval and proof of insurance.
- k. The burial of pet remains is not permitted within the cemetery.
- l. The Burial Clerk will not attend any meetings with families in the Cemetery alone but with either the Clerk or a Cemetery committee Councillor.
- m. Family Funerals (those with no Funeral Director) are allowed but must be organised with the Cemetery Clerk.
- n. Saturday funerals for ashes interments may be allowed under the following protocols;
 - a. Only permitted under exceptional circumstances
 - b. Minimum of 4 weeks' written notice required
 - c. Written application to be submitted to the Cemetery Clerk detailing exceptional circumstances
 - d. Application will be considered by Cemetery Committee.
 - e. Fee for a Saturday Family Funeral will be £200.00
- o. Funerals are not allowed on a Sunday, which is considered a non-working day.

2. Right of Interment

- a. All executors of the Will should have full knowledge of the burial application and shall confirm such in writing to the Parish Council. Where it is not possible for all executors to confirm their knowledge of the burial application, a written explanation must be given by the other executor/s to be considered by the Parish Council. All correspondence will be sent to all executors.
- b. The right of interment and erection of memorials are open to residents of Waltham and non-residents upon payment as set out in the scale of fees (see appendix A). Persons in residential care

homes, nursing homes and hospitals outside Waltham who were, prior to their move thereto, inhabitants of Waltham will be classed as residents.

- c. Ex-residents with a strong family connection will have their rates considered on an appeal procedure. Fees must be paid and will be refunded if residency is proven and accepted by the Parish Council.
- d. Residents will receive a discount if two sets of remains are interred at the same time. The fee for a double interment will be 1 ½ the current interment fee. This discount is only applicable to residents of Waltham and relates to the Interment fee not the purchase of burial or ashes plots.
- e. A full burial plot can accommodate 2 full burials and 6 sets of ashes providing the first burial interment is dug to the correct depth.
- f. An ashes plot can accommodate 4 sets of ashes providing the first interment is dug to the correct level.
- g. Caskets cannot be interred into a plot occupied by a coffin. A separate burial plot must be purchased to safe guard neighbouring burial plots.
- h. Tomb burials are not allowed in Waltham Cemetery.
- i. A Burial Grant shall be issued to the executor of the deceased person or person/persons for whom the grave space is reserved. The lease period for this grant will be 99 years. This grant shall contain the name of the person or persons for whom the plot is to be used. There will be a maximum of two grave deed holders per plot purchased. Grave deed holders should apply for a variation to the deed should, should it be needed. This needs to be in writing.
- j. All Burial Grants issued give the grant owner the right to be buried in an allocated area of the cemetery. This document does not grant ownership of the land which remains under the ownership of the Parish Council.
- k. At the end of the 99-year lease period, the owners will be offered an extension to the grant.

3. Notice of Interment

- a. Application forms for interment, erection of memorials, and the scale of fees form part of these regulations and are available from the Cemetery Clerk or via the Waltham Parish Council website at <https://www.walthamparishcouncil.org.uk/parish-assets>
- b. Upon completion the applicant will receive a signed approval and a set of rules and regulations.

4. Coffins

- a. The Deceased must be placed in a properly constructed coffin or eco-friendly coffin as agreed by the relevant undertaker before burial will be allowed to take place.
- b. Pet remains must not be placed within any coffin along with the Deceased.

5. Digging and Reinstatement of Graves

- a. For Family Funerals, it will be the responsibility of the Cemetery Clerk to arrange the digging of graves and cremation plots. A coffin or casket shall not be interred in a grave at a depth less than three feet below the level of the surface of the ground. Cremated remains shall not be interred in a grave in such a manner that any part of the casket is at a depth of less than one foot or more below the level of the ground. The minimum depth of a grave shall be four feet six inches for one interment and six feet for two interments.
- b. It should be noted that the above-mentioned depths are liable to be checked after digging and if found to be insufficient the interment will not be permitted to take place. This may particularly affect second burials if it is found that the original grave was not dug to a sufficient depth. In such cases another grave will be allocated.

6. Re-opening of Graves and Cremation Plots

- a. Permission in writing from the surviving relative or owner of the Burial Grant must be submitted to the Parish Council when a grave is to be re-opened.
- b. There shall be no disturbance of any previous burial.
- c. A special dispensation can be applied for to request one ashes interment to take place in a fully used burial plot under the headstone. Any request would be considered on a case-by-case basis. There will be no increase in headstone size or additional plaques/vases or footstones allowed for this extra ashes' interment.

7. Reservation of Graves and Cremation Plots

- a. The Parish Council is not currently reserving burial spaces within the cemetery.
- b. A list of members of the public awaiting reservations is held by the Parish Council. Those wishing to add themselves to this list can do so by contacting the Cemetery Clerk.
- c. Plots previously reserved in the Cemetery will be marked with a plaque covered over by a brick placed at ground level.
- d. If a reserved plot is no longer required, Waltham Parish Council will consider a written request from the owner of the Exclusive Right of Burial for consideration of a refund. Any refund will take into account the amount paid, the length of time remaining on the lease and admin fee to be paid.

8. Flowers

- a. Vases, flower or plant containers must be part of the memorial. These may be placed on the grave during the first six months following interment and pending the erection of a permanent memorial or reinstatement by the Parish Council. Glass, China, plastic, jars, or bottles are not allowed. Any such item may be removed at the discretion of the Parish Council.
- b. Once a permanent memorial is erected or after the grave is reinstated no flowers, saplings or shrubs may be planted in a grave space, cremation area or around memorial plaques unless within 500mm of the headstone as the plot will be grassed and therefore must not be dug out.
- c. If a shrub is planted in place of the erection of a memorial headstone, this should must not be allowed to grow higher or wider than the memorial headstone measurements applicable for burial or ashes plots.
- d. Flowers, wreaths and arrangements for special occasions, anniversaries etc. are allowed but will be removed once they are dead at the discretion of Waltham Parish Council.
- e. Loose chippings/gravel/stones must not be placed on the gravesite.
- f. No responsibility can be accepted by the Parish Council for the removal of flowers or containers by any unauthorised person.
- g. Artificial flowers pose a problem for the local environment. They break down in sunlight and bad weather into small pieces that can then be consumed by wildlife. They can be blown into the grass and then shredded by mowers. Where these are placed in the designated area, the Council reserves the right to remove them if they are breaking down or being blown about.

9. Memorials

- a. For details of memorial headstones, crosses, plaques, benches and trees, please refer to the Waltham Cemetery Memorial Policy.

10. Deteriorating Memorials

Where a memorial has deteriorated, the Parish Council will contact the applicant or surviving family in order that repairs can be carried out. If this is not possible or the relatives fail to act in a reasonable time (six months) then the Parish Council may remove any such memorials.

11. Conveyance and Removal of Materials

- a. All tools and equipment required for the digging, erection, reinstatement of graves or memorials shall be moved by hand or wheel barrow to cause minimal damage.
- b. Care must be taken to avoid any damage to roads, paths or grassed areas in the burial ground.
- c. Equipment, materials and spoil must be removed from the burial ground immediately on the completion of work and at no expense to the Parish Council.
- d. If after receiving seven days' notice in writing from the Cemetery Clerk, the person responsible for removing equipment, materials and spoil fails to comply with this regulation the Parish Council will clear the site, with the cost of such clearance passed to the person originally responsible.
- e. All work in connection with memorials and reinstatement needs to be carried out to the satisfaction of the Parish Council.

12. Vehicles

Vehicle access to the cemetery is restricted to authorised vehicles and must remain on the roadway.

13. Health and Safety

It is the responsibility of all employees, visitors and contractors attending the burial ground to take reasonable care of both of their own and other people's safety, and to co-operate with the Parish Council on safety matters. The Parish Council's Health and Safety Policy and Regulations for the Burial Ground are available from the Parish Office.

14. Revision of Rules

A revision of the regulations, services and charges will be made when necessary.

Appendix A

Cemetery Fees as at 4th March 2025

	Parishioners	Non-Parishioners
Burial Plot	£500.00	£1,250.00
Ashes Plot	£300.00	£750.00
Casket Burial Plot	£940.00	£2350.00
<i>Casket cannot be interred into a re-opened plot and a new plot must be purchased</i>		
Interment Burial	£500.00	£1,250.00
Interment Ashes	£260.00	£650.00
Interment Casket	£500.00	£1,250.00
<i>The fee for a double interment 1 and a half of the Current Interment fee</i>		
New Memorial/tablet/replacement	£140.00	
Memorial spanning 2 burial plots (side by side)	£170.00	
Additional inscription	£90.00	
Refurbishment/renovation (application required)	No fee	
Family Funeral Fee	£100.00	
Family Funeral Fee for Saturday	£200.00	
Administration Fee	£25.00 per hour	£50.00 per hour
<i>(Transfer of Burial Grant, relinquishment of Rights etc)</i>		

Prices exclude grave digging service – price available on application.

NOTE:

Persons in residential care homes, nursing homes and hospitals outside Waltham who were, prior to their move thereto, inhabitants of Waltham will be classed as residents.

Ex-residents with a strong family connection will have their rates considered on an appeal application. Fees must be paid and will be refunded if proved and accepted by the Parish Council.

WALTHAM CEMETERY MEMORIAL POLICY

1. General Memorial Regulations

- a. Memorials may be erected on any grave with the written permission of the Parish Council. An application on the prescribed form with drawings showing all dimensions and inscriptions must be submitted in writing to the Cemetery Clerk as per regulations 3 & 9.
- b. A Memorial Headstone cannot be erected without an interment taking place.
- c. All cremation plots must be covered with a blank marker stone or inscribed plaque immediately after interment.
- d. A Simple wooden cross should be erected immediately following interment of full burial.
- e. Simple grave markers such as small wooden crosses other than those fixed immediately after an interment are not allowed.
- f. Any unauthorised memorial will be removed. The Parish Council will not be responsible for the costs incurred, which will be charged to the family, undertaker or stonemason responsible.

2. Right of Interment

- a. All Burial Grant owners should have full knowledge of the burial or memorial application and shall confirm such in writing to the Parish Council. Where it is not possible for all Burial Grant owners to confirm their knowledge of the burial application, a written explanation must be given by the other Burial Grant Owner to be considered by the Parish Council. All correspondence will be sent to all Burial Grant Owners.
- b. The right of interment and erection of memorials are open to residents of Waltham and non-residents upon payment as set out in the scale of fees (see appendix A). Persons in residential care homes, nursing homes and hospitals outside Waltham who were, prior to their move thereto, inhabitants of Waltham will be classed as residents.

3. Memorial Application

- a. Application forms for interment, erection of memorials, and the scale of fees form part of these regulations and are available from the Cemetery Clerk or via the Waltham Parish Council website at <https://www.walthamparishcouncil.org.uk/parish-assets>
- b. The memorial application must be submitted in writing with original signatures of the Burial Grant owner/s. Scanned or copied signatures and email applications will not be accepted.
- c. The Parish Council reserves the right to consider all applications. Full details of memorials, measurements and inscriptions must be submitted at the time of application.
- d. Upon completion, the applicant will receive a signed approval letter and a set of rules and regulations.

4. Headstones, Crosses and Plaques

- a. Sizes of memorials accepted are based on the plot size:
Full burial: max from ground H 42", W 30", D 14" plus concrete plinth underground
Ashes burial: max from ground H 24", W 24", D 12" plus concrete plinth underground.
- b. Full details of the foundations and fittings shall be included on the application together with appropriate diagrams, before approval is given.
- c. No headstone, memorial or additional inscriptions shall be made on any stone or other memorial without first obtaining consent from the Cemetery Clerk in writing, and after payment of the appropriate fee (see appendix A). Such consent will only be given if the

proposed memorial and inscription complies with the requirements of these regulations and is acceptable to the Parish Council.

- d. Iron crosses, enclosed floral tributes, wire or plastic fencing, railings, kerbed or edging stones around the grave are not allowed.
- e. Tree plaques are not permitted.
- f. A memorial may be in the form of a headstone or a cross and must be placed at the head of the grave.
- g. All memorial inscriptions must face the burial plot that it relates to. The plot number must be engraved at the foot of the reverse or side of the headstone, cross or movable vase, right hand corner of a cremation plaque and on the reverse side of a temporary marker stone. Installation will not be permitted without such numbering.
- h. A sloping or flat tablet or a flower cube will be allowed in front of a memorial headstone but must not exceed 50cms from the actual headstone or be wider than the dimensions allowed for that plot.
- i. Plaque Memorials will be allowed in place of and not as well as headstones.
- j. Relatives are permitted to provide at their own cost, temporary white marble marker stones 230mm x 125mm x 25mm (9ins x 4.75ins x 1in) with the name and date on one side in 25mm (1in) black filled letters and the plot number on the reverse. The marker stone is to be installed at the head of the grave and laid flat. An application form is necessary with no fee charged. Upstanding plaques are not permitted.
- k. A memorial shall be constructed of granite, marble, wood, or natural stone.
- l. No synthetic memorial headstones will be permitted.
- m. A plaque or blanking stone in the cremation area shall be 450mm x 350mm (18ins x 14ins) and be kept level with the ground. Only sunken flower containers incorporated into the plaque are permitted. Raised, loose or fixed holders are not allowed. A blanking plaque or stone must cover all plots. The regulations concerning inscriptions shall apply.
- n. Lettering on headstones and cremation plaques must be black, dark brown, leaded, white, silver or gold whilst only black is permitted on marker stones.
- o. Waltham Parish Council approve the use of QR codes and URLs on memorial headstones subject to linked website content and any subsequent changes to content being approved.
- p. The applicant or family is responsible for the care of the memorial. The Parish Council does not accept liability for any damage unless it is caused by its employees carrying out maintenance work.

5. Conveyance and Removal of Materials

- a. All tools and equipment required for the digging, erection, reinstatement of graves or memorials shall be moved by hand or wheel barrow so as to cause minimal damage.
- b. Care must be taken to avoid any damage to roads, paths or grassed areas in the burial ground.
- c. Equipment, materials and spoil must be removed from the burial ground immediately on the completion of work and at no expense to the Parish Council.
- d. If after receiving seven days' notice in writing from the Cemetery Clerk, the person responsible for removing equipment, materials and spoil fails to comply with this regulation the Parish Council will clear the site, with the cost of such clearance passed to the person originally responsible.

6. Health and Safety

- a. All memorial headstones are required to be installed to BS8415 and all ground anchors should be accredited.

- b. Memorial headstones will be inspected at least every five years and all known owners will be advised of the date of the proposed inspection.
- c. Only Stone Masons accredited to NAMM or BRAMM shall be permitted to install or fit memorial headstones in Waltham Cemetery.
- d. Any memorial headstone installed by non-accredited Stone Masons may be removed by the Parish Council.
- e. All work in connection with memorials and reinstatement needs to be carried out to the satisfaction of the Parish Council.

7. Removal or Installation/Fixing of Memorial Headstone

- a. The Cemetery Clerk must be informed and the work approved before any memorial or cremation plaque is removed from the Burial Ground for repair, modification or additional inscription.
- b. The erecting of headstones or memorials is permitted six calendar months following interment to allow settling of the ground. This does not apply to cremation plaques.
- c. An appointment to confirm time and date is to be made with the Cemetery Clerk before any installation of any memorial.
- d. Every headstone must be firmly doweled to a foundation suited to the ground conditions and the foundation must be wholly below ground level and of sufficient strength to support the headstone without movement. All memorials shall be installed under non-firm ground conditions.
- e. Full details of fitting shall be provided on the application form before approval is given.
- f. The grave owner should collect the temporary wooden memorial following the installation of a permanent memorial to ensure these do not cause a health and safety issue to visitors.

8. Deteriorating Memorials

- a. Where a memorial has deteriorated, the Parish Council will contact the applicant or surviving family in order that repairs can be carried out. If this is not possible or the relatives fail to act in a reasonable time (six months) then the Parish Council may remove any such memorials.
- b. There is no fee for the refurbishment or renovation of a memorial headstone but an application is still required to be submitted and approved before any works can commence.

9. Flowers

- a. Vases, flower or plant containers must be part of the memorial. These may be placed on the grave during the first six months following interment and pending the erection of a permanent memorial or reinstatement by the Parish Council.
- b. Glass, China, plastic, jars, or bottles are not allowed on any grave. Any such item may be removed at the discretion of the Parish Council.
- c. Once a permanent memorial is erected or after the grave is reinstated no flowers, saplings or shrubs may be planted in a grave space, cremation area or around memorial plaques unless within 500mm of the headstone as the plot will be grassed and therefore must not be dug out.
- d. If a shrub is planted in place of the erection of a memorial headstone, this should must not be allowed to grow higher or wider than the memorial headstone measurements applicable for burial or ashes plots.
- e. Flowers, wreaths and arrangements for special occasions, anniversaries etc. are allowed but will be removed once they are dead at the discretion of the Parish Council.
- f. Loose chippings/gravel/stones must not be placed on the gravesite.

- g. Artificial flowers pose a problem for the local environment. They break down in sunlight and bad weather into small pieces that can then be consumed by wildlife. They can be blown into the grass and then shredded by mowers. Where these are placed in the designated area, the Parish Council reserves the right to remove them if they are breaking down or being blown about.
- h. No responsibility can be accepted by the Parish Council for the removal of flowers or containers by any unauthorised person.

10. Seats and Trees

- a. Seats must be purchased through the Parish Council using the appropriate application form.
- b. There shall be no cultivation of any description or the placing of upstanding or other plaques, vases or potted plants around trees or seats. Only the planting of crocuses and snowdrops is permitted in the grass around the trees or seats.
- c. Memorial trees are not allowed.
- d. Memorial plaques on trees are not permitted.

11. Lamps, Lanterns, Wind Chimes

- a. The installation of lamps, solar lanterns, wind chimes, windmills or helium balloons are not allowed within Waltham Cemetery.

12. Revision of Rules

A revision of the regulations, services and charges will be made when necessary.

MEMORIAL FEES AS AT 4th DECEMBER 2024

New or replacement memorial headstone	£140.00
New or replacement memorial headstone spanning two plots (side by side)	£170.00
Additional inscription of existing memorial headstone	£90.00
Refurbishment or renovation of memorial headstone	No fee charged