



Sennen Cemetery Regulations & Memorials Management Policy

Adopted September 2024

Review March 2027

1. Introduction

1.1. These regulations apply to the Cemetery managed by the Parish Council.

1.2. Currently this site is: Sennen Cemetery

2. Contact Details

2.1. All funeral bookings, general enquiries and comments regarding the Cemeteries should be directed to:

Sennen Parish Clerk
clerk@sennen-pc.gov.uk
07855774357

2.2. These Regulations are in addition to the provisions of the Local Authorities Cemeteries Order 1977 and any other appropriate regulations currently in force.

3. Admission to the Burial Grounds

- 3.1. The Cemetery is a place of peace and quiet reflection. Visitors to the sites are welcome, but please respect the special nature of the site, the needs of other users, and safety factors. No games, sports, riding of bicycles, skateboards, roller blades or similar are allowed in the burial grounds. No consumption of alcohol or drugs may take place within the burial grounds, and anybody under the effects of such substances will not be admitted.
- 3.2. Any person creating a nuisance or a disturbance, such as interfering with a funeral, grave, headstone, flowers, trees etc. will be required to leave the cemetery immediately and may be the subject of subsequent legal action.
- 3.3. Dogs on leads are permitted in the cemetery. Owners are expected to keep their dog under control at all times, to clear up any waste, and to treat visitors to the cemetery with kindness and respect.
- 3.4. Vehicles are permitted in the cemetery only with the permission of the Parish Council to carry out appropriate maintenance or burial procedures.

4. General Regulations

- 4.1. No employee or member of the Parish Council is allowed to take any gratuity, or to undertake paid private work of any kind in connection with the cemetery either in their own time or during their employed hours.
- 4.2. No person shall canvass or solicit business in the burial grounds.
- 4.3. All fees for interments or memorial works must be paid in full to Sennen Parish Council.

4.4. The Parish Council publishes a scale of fees and charges. A resident is defined as a person who normally resides in the Parish of Sennen or who would normally have resided within the Parish of Sennen within 3 years of the date of death. However, on written application, the Parish Council will consider an application where the deceased had been a parishioner for a substantial and continuous period of their lifetime.

4.5. The Parish Council reserves the right to amend these regulations and to deal with any circumstances or contingency not provided for in the regulations as necessary.

5. Graves

5.1. The selection of grave spaces shall be at the final discretion of the Parish Council and will normally be the next available space.

5.2. The Exclusive Right of Burial cannot be purchased in advance of need: i.e. graves cannot be pre-purchased or reserved. The Exclusive Right of Burial can only be transferred to another person via the legal process laid out in the Local Authorities Cemeteries Order 1977. Information and application forms are available on our website <https://www.sennen-pc.gov.uk/sennen-cemetery/>

5.3. Memorials will only be permitted on purchased graves by application from the registered grave owner.

5.4. Memorials are permitted but must conform to the regulations given in the Memorials section.

5.5. The types of graves available are Traditional Lawn Graves and Cremated Remains Graves. Traditional Lawn Graves can accommodate head stones and are laid to lawn. Cremated Remains Graves are for the burial of cremated remains only and can accommodate a cremation plaque as detailed in Memorial section.

5.6. All graves will be excavated and prepared for interment by the appointed contractors only. No other person or company will be allowed to undertake any excavation within the cemetery except with the express permission of the Parish Clerk. The depth of each grave will be determined by the Parish Council in accordance with the provisions of the Local Authorities Cemeteries Order 1977.

5.7. Following the interment, the appointed contractor will level the grave and either re-turf or topsoil and seed it as appropriate to the season.

6. Coffins

6.1. Coffins and urns for burial must be made from suitable bio-degradable materials such as wood, wicker, cane, bamboo, wool, cardboard etc.

7. Booking of Interments

7.1. The booking of interments and the completion of all the appropriate paperwork will be carried out by the appointed funeral director who will keep the Parish Council informed of all arrangements.



8. Interments

There may be additional fees incurred for interments held outside 'usual' hours. Please speak with your undertaker for details.

9. Memorials

- 9.1. The Parish Council has application forms for memorials, plaques, and vases at <https://www.sennen-pc.gov.uk/sennen-cemetery/>.
- 9.2. All memorials fixed in the cemetery must comply with British Standard 8415 and the BRAMM Blue Book (latest version.)
- 9.3. Ground anchors and fixing systems used in the construction of memorials must have a Certificate of Compliance with BS8415 (Latest version)
- 9.4. Only those memorial masons' businesses that are BRAMM or NAMM accredited, and those memorial masons that hold a current BRAMM or NAMM Fixer License, will be able to work in the cemetery. Fixers who do not hold a BRAMM or NAMM Fixer License will only be permitted to work under the direct supervision of a mason who holds a BRAMM or NAMM Fixer Licence.
- 9.5. Memorials other than those fixed by a BRAMM or NAMM accredited memorial mason are not allowed. Fences cannot be erected around a grave nor the space defined. No objects must be placed on the length of the grave.
- 9.6. Before any memorial may be erected or works undertaken to an existing memorial, an application must be submitted to the Parish Clerk on the appropriate form supplied by the Parish Council. The grave owner must sign the form to give their permission for the proposed memorial/works. On approval by the Parish Council a permit will be issued to the responsible Memorial Mason.
- 9.7. All applications for additional inscriptions, cleaning work or repair work to memorials must be made by the registered owner of the Exclusive Rights of Burial and be approved by the Parish Council before any work can be carried out.
- 9.8. Headstones must be put in line with the other headstones of adjoining graves and in a position approved by the Parish Council.

Lawn Memorials - The maximum height is 4 foot, the maximum width is 2 foot and the depth is 12 inches. The memorial must be a minimum of 3" thick.

Cremated Remains - The maximum height/length of a memorial is 18 inches x 18 inches.

Only the granite or other stone plinth included within the authorised measurements can be above ground, any lower concrete plinth must not be visible. These conditions are strictly observed.



Once the work is completed, the Council may carry out any test or check to verify compliance with the regulations and permit and may require the mason to attend and assist. The mason will immediately carry out any remedial action on any memorial failing such a test.

- 9.9. Memorials must be constructed of materials suitable to the environment and period of grave lease. The Parish Council reserves the right to reject applications for any memorial it deems unsuitable.
- 9.10. The memorial mason may inscribe the company name only on the. Reverse of the stone towards the base in lettering not more than 1 inch high. No trademark, phone number or other advertising will be allowed.
- 9.11. Memorial masons must remove all arisings from the cemetery at the conclusion of their work, and must leave the area in a tidy condition. It is not possible for memorials to be stored in the cemetery prior to re-fixing following a burial – all such memorials must be removed from the site by the memorial mason appointed to remove the memorials prior to the grave being excavated.
- 9.12. Work on the memorials in the cemetery can only be carried out between 9am and 5pm Monday to Friday. The stone Mason must advise the Parish Council when they intend to be working in the cemetery.
- 9.13. Wooden crosses are temporary markers and must be removed within 12 months or replaced with a permanent headstone.

10. Care of Graves and Memorials

- 10.1. All memorials erected are the sole responsibility of the owner and the Parish Council shall not be held responsible for any damage to or caused by the memorial, howsoever incurred. The memorial remains the responsibility of the grave owner during the lease period of the grave. The Parish Council reserves the right to repair or make safe any memorial which becomes unsafe or falls into disrepair, and to recover any expenses from the registered owner. The Parish Council will undertake routine safety checks on all memorials and will notify the grave owner at the last registered address of any necessary works to make the memorial safe. The grave owner will be given a period of 6 months from the date of the letter to affect the necessary repairs. The Parish Council reserves the right to temporarily make safe any memorials that pose a threat until such works are completed. If the grave owner does not arrange for the repairs to be made, the Parish Council may repair or remove the memorial at the owner's expense.
- 10.2. All memorials removed in order to allow additional interments to take place should be refitted without avoidable delay. The responsibility for the correct removal and replacement lies with the owner of the Exclusive Right of Burial or with the person who requested the interment.
- 10.3. The Parish Council advises that grave owners take out an insurance plan for their memorial.
- 10.4. Grave spaces must be kept in a tidy condition, and all litter must be removed from the site.
- 10.5. All flower holders must be made of non-breakable material for the safety of the staff and visitors. Any items left on graves are at the owners' risk and the Parish Council cannot be held responsible for any damage to them whatsoever caused. The Parish Council may remove any articles from any grave that are likely to cause risk, damage or offence to other visitors to the cemetery or which interfere with the Parish Council's maintenance of



the site. Grave owners are requested to adhere to this rule, so as to enable maintenance of the grass areas without risk of damaging any personal items.

- 10.6. Floral tributes should be left at the graveside without any plastic wrapping, degradable or non-degradable materials, as this can be a potential danger to the surrounding animals and wildlife.
- 10.7. All rubbish, flower wrappings, old plastic proformas etc. to be removed from site to be disposed of.
- 10.8. No plastic memorials or tributes may be left on the site.
- 10.9. No trees, shrubs, or bedding plants may be planted on graves.
- 10.10. The Parish Clerk reserves the right to make the final decision.
- 10.11. All benches within the Cemetery are owned and maintained by Sennen Parish Council.
- 10.12. The Parish Clerk will visit the site periodically to remove any materials which do not comply with the guidelines above. If you have concerns about old and faded tributes, or tributes made of unsuitable materials, being removed from the site: please contact the Parish Clerk who undertakes this duty.