



## An Explanatory Leaflet for Weston Road Lawn Cemetery General Information and Regulations

The Borough Council takes pride in maintaining Weston Road Cemetery. Graves in the cemetery are covered in lawn, with memorials confined to the head of the graves.

There are no kerbstones, grave mounds or individual gardens allowed on any grave. When the soil settles, extra soil is placed on the grave to keep the ground level; placing anything on any grave space, which prevents this work being done, is prohibited. All flowers are restricted to the concrete beams where the headstone is situated. Placing markers to show the boundary of any individual grave space is forbidden and the placing of vases and shrubs etc. on the grave will restrict regular grass cutting. The Council reserves the right to remove any faded flowers, vases, bottles, tins or any objects, which, in their opinion, are objectionable or unsightly. The public must deposit all litter or faded flowers in receptacles provided for this purpose. Any items left on the graves, are left at the owners risk, the Council do not accept any responsibility.

Please note that any Coffins or Caskets which exceed 42" in width will be charge the equivalent of double burial fees.

**Re-opening of Existing Graves:** All visitors to the cemetery are advised that when an existing grave space needs to be re-opened for a further burial, it may be necessary to place the removed earth on an adjacent plot. The Cemetery staff takes every possible care in this task and as a grave that you visit and tend may be affected you are asked to understand that the situation is unavoidable and will pertain for the shortest possible duration.

**Memorials:** Only headstones and flower vases of a limited size are permitted as memorials. The memorials are fixed in double rows in a 'back to back' arrangement. An advantage of the concrete beams is that any memorial may be fixed immediately. Permanent memorials may only be erected on graves where the Grant of Exclusive Right of Burial has been purchased. The Memorial Application Form will be supplied from a Stonemason of your choice and requires the signature and printed name and address of the grant owner before any work is approved.

The person named on the Grant of Exclusive Right of Burial deed that has moved or is moving house, should contact the cemetery officer with the new address. Telephone Number: 01438 367109 or e-mail us at [cemeteries@stevenage.gov.uk](mailto:cemeteries@stevenage.gov.uk)

To comply with guidelines from the Health and Safety Executive we are now required to survey every memorial to ensure that they are in a stable condition and do not pose any immediate danger to visitors and staff working in the cemeteries. Every five years a Topple Test is undertaken, if movement of a memorial is detected or it is deemed to be unsafe, under the guidelines issued by the HSE the memorial will be laid down for safety reasons and we will endeavour to contact the grave owner to inform them.

When visiting the cemetery, if you notice any movement of your memorial, please inform the cemetery staff and contact your stonemason to secure your memorial, if you are not sure what to do, please ask the cemetery staff to check the memorial with you.

Stonemasons who erect memorials in the council cemeteries have agreed to the fixing procedures recommended by Stevenage Borough Council.

There shall be no mounds on graves, except with the agreement of the Council in the case of Muslim graves. A headstone or cross type memorial of white marble, granite (black, grey, blue, green, red, brown etc.) or nebresina, of which the overall size is not exceeding 3' in height including the base x 2'6" wide x 4" thick (900mm x 750mm x 100mm) will be permitted.

**Child Graves:** Parents, who have not purchased the Grant of Exclusive Right of Burial on a child grave at the time of the funeral, are able to purchase the deed to that grave at a later date.

**Temporary Markers:** After the funeral, the grave can be marked at the head with a marker or temporary wooden memorial of a single cross type not exceeding 3' in height and 1' 6" in width. This can be inscribed with the name and plot number of the person recently buried in the grave, until such time as a permanent memorial is erected.

**The Memorial Gardens – Cremated Remains Only:** The Gardens are located centrally within the Cemetery and comprise of; The Garden of Rest, Rose and Shrub Gardens, which are for two interments only in each plot.

The area for the **Garden of Rest** is laid out on gravel. The base slab measuring approximately 20" x 18" (508mm x 457mm) will be provided by the Council and thereon will be permitted a maximum of one memorial. The memorial will not exceed 18" x 16" x 3" thick (475mm x 406mm x 76mm) with a maximum height of 18". The base stone must not exceed 20" x 18" x 2" thick (508mm x 457mm x 51 mm).

All memorials in the garden of rest must be fitted to the base slab provided by the council and we shall not permit any gravestones, fencing, railings, vases or the like please note that all memorials will be subject to approval.

Permanent memorials may only be erected on Garden of Rest plots where the Grant of Exclusive Right of Burial has been purchased. The Memorial Application Form will be supplied from a Stonemason of your choice and requires the signature and printed name and address of the grant owner before any work is approved.

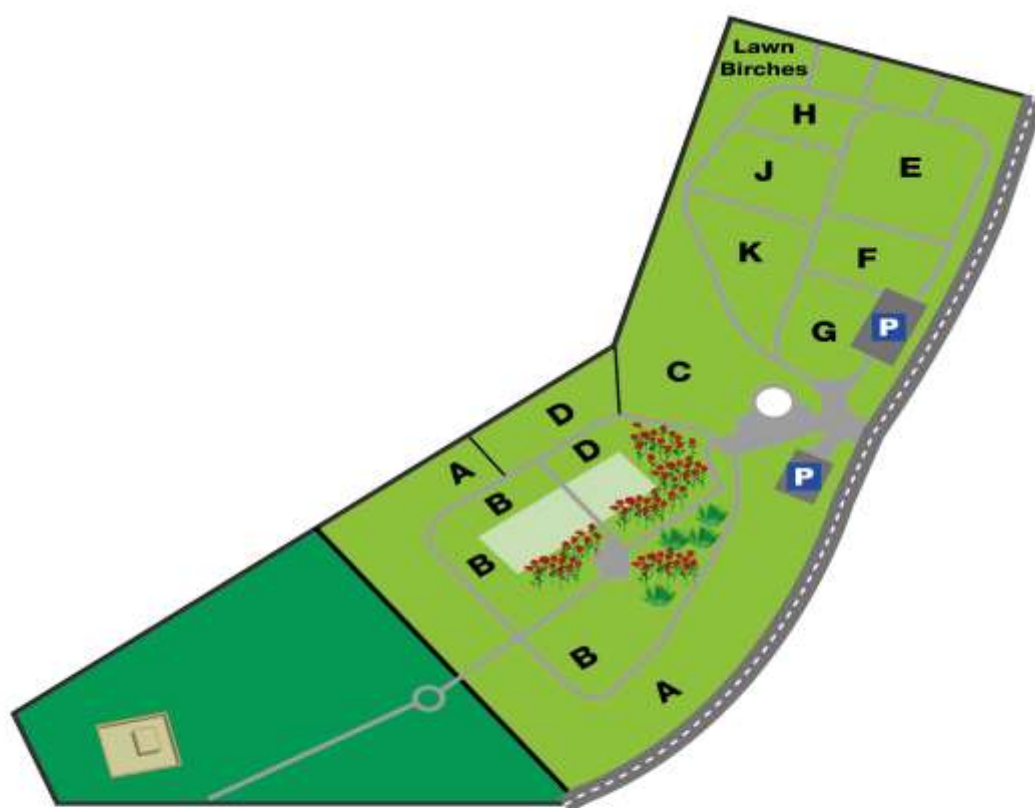
**The Memorial Rose and Shrub Gardens** are set out with individual Rose and Shrub beds on either side of the central path. The Council will determine the planting position of the Rose and Shrub Gardens. The only items permitted within the rose and shrub gardens are the authorised roses/shrubs and plaques, any items found will be removed.

If the Rose or Shrub deteriorates or the plaque breaks, at any time, please inform the cemeteries officer who will arrange for either to be replaced, a fee maybe charged.

The Memorial Walls are available to place floral tributes. For people wishing to purchase a position on the wall with a plaque and container, a fee will be charged, this is for a period of 5 years which can be renewed.


**Cemetery Chapel:** The Cemetery Chapel is available for services and comfortably seats 40; if families are expecting more participants we can remove some chairs to enable standing room.

**Information and Enquiries:** For general information and enquiries regarding the cemetery please telephone 01438 367109 or email [cemeteries@stevenage.gov.uk](mailto:cemeteries@stevenage.gov.uk)




**Key:**

**P** Car park

 Rose garden and shrub gardens

 Garden of Rest

— Foot path

 Chapel and toilets

 St Nicholas Church and Graveyard