CHESHAM BOIS
BURIAL GROUND

Formal Burial Ground Memorials: Terms & Conditions

1. Only the plot owner(s) can apply for a Memorial Permit.
2. The memorial remains the sole responsibility of the plot owner.
3. All types of memorials are permitted in the Original Formal and New Formal Burial Grounds, but are subject to approval by the Council prior to installation. Permission is based on the type, inscription and the material to be used, having regard to the rural setting of the burial ground.
4. Inscriptions must be simple and reverent.
5. Memorials are to be installed to comply with the British Standards 8415:2018 and the NAMM Code of Practice; we recommend that plot owners use a mason who is a member of NAMM (National Association of Memorial Masons) or BRAMM (British Register of Accredited Memorial Masons).
6. Headstones must be installed so that the ratio of height above ground to depth below ground shall be no greater than 2:1 unless a shoe is used in which case the ratio can be up to 3:1.
7. It is usual to wait twelve months before installing a headstone to allow settlement.
8. All material and labour costs are to be paid by the applicant.
9. Headstones and/or tablets are limited to one per half plot.
10. Planting on graves in the formal areas is permitted as long as it is appropriate and in keeping with the area. Planting of shrubs is discouraged as the root system can disturb the memorial and those in the immediate vicinity. No trees are permitted.
11. The Council therefore reserves the right to remove any plants which have the potential to grow too large (e.g. small conifers).
12. Memorial plaques can be installed on the wall in the Garden of Remembrance, following payment of the appropriate fee and subject to agreement by the Council in line with the provisions set out for memorial plaques.
13. Council reserve the right to revise these terms and conditions.

Memorial Permits & Safety Checks

Once a memorial has been installed, the plot owner will be issued with a Memorial Permit, valid for 5 years, confirming that the Council has approved the installation. It is the responsibility of the plot owner to maintain the memorial to a standard deemed acceptable by the Council. The Memorial Permit will be renewed by the Council for a further 5 years, on receipt of the appropriate fee (which covers administration and memorial safety testing), subject to the memorial being in safe condition.

Memorials are checked regularly for stability. If found to be unstable the Council will attempt to contact the plot owner, but reserves the right to take remedial action. If it is found necessary to lay memorials down, all charges, including the cost of reinstatement will be the responsibility of the plot owner.

The registered owner of a plot with a memorial installed prior to 2017 will be contacted following the first Council safety inspection after 2017 and a safety permit issued if the memorial is in satisfactory condition. Safety inspections occur every five years.

The Council accepts no responsibility for damage to graves, memorials etc. unless caused by its authorised contractors. It should be noted that kerbing may become damaged as a result of mowing, and for this reason is discouraged.

Should a plot owner feel no longer able to take responsibility for the memorial permit or upkeep of the grave they should contact the Clerk as a transferal of Exclusive Grant of Burial will need to take place.