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## **Ynys Wen Cemetery – Guidelines**

Valley Community Council owns and manages Ynys Wen Cemetery. These regulations ensure the cemetery remains safe for visitors and staff, accessible for those with limited mobility, and well-maintained and respectful in appearance.

### **1. Exclusive Rights of Burial**

The Grant of Exclusive Right of Burial in a grave does not confer any estate or interest in the land. Title to all cemetery land, including the surface of the grave, remains at all times with Valley Community Council. The person recorded by the Council as the registered proprietor of the Exclusive Right of Burial shall have the exclusive authority to determine who may be interred in the grave.

The Exclusive Right of Burial also entitles the registered proprietor to arrange for the installation of a memorial on the grave, subject in each case to the Council's prior written consent as to design, materials, dimensions, method of construction and installation, and to compliance with the Council's cemetery regulations as amended from time to time.

### **2. Authorised Persons and Turfing**

Only undertakers and memorial masons approved by the Council may carry out work in the cemetery. Subject to weather conditions, graves will be turfed within six months of interment.

### **3. Memorials – General**

No memorial may be erected unless the Exclusive Right of Burial for the plot is held and written authority is given by the registered owner. Any alteration to an existing memorial must be agreed with the Council and carried out by an approved undertaker or memorial mason (see also section 7).

### **4. Permanent Memorials – Headstones (maximum sizes)**

Approved undertakers and memorial masons must ensure new memorials are in keeping with existing memorials. **Maximum dimensions:**

- Material: suitable natural stone.
- Height: up to 915 mm (3 ft) from ground level (including base and plinth).
- Width: up to 610 mm (2 ft).
- Base: up to 610 mm (2 ft) wide × 400 mm (1 ft 4 in) deep
- Thickness: 50–102 mm (2–4 in).

### **5. Temporary Memorials – Wooden Cross**

A temporary wooden cross may be placed on the grave; if it falls into disrepair, the Council may remove it. Maximum dimensions:

- Height: up to 915 mm (3 ft) from ground level.
- Width: up to 610 mm (2 ft).
- Fixing: it is recommended that approximately one-third of the total height is set below ground for stability.

### **6. Children's Graves and Cremated Remains**

**Permanent memorials:** as per section 4, but limited to a maximum height of 610 mm (2 ft).

**Temporary memorials:** as per section 5, but limited to 610 mm (2 ft) × 450 mm (18 in).

## **7 Memorial and Grave-tending Rules**

To protect safety, access and maintenance:

- a) All memorials, planting, and items must be confined to the headstone area; the lawn must remain clear for access, mowing, and maintenance.
- b) Full-length gardens, kerbs, or raised mounds are not permitted.
- c) Items placed on graves (vases, statues, plants, flowers, etc.) are left at the owner's risk.
- d) Any unfixed items must be placed within the headstone area.
- e) Unauthorised items or those in disrepair may be removed without notice at the Council's discretion.
- f) Loose stone chippings are not permitted.
- g) Please place litter and dead flowers in the bins provided.
- h) No lighting (including candles, solar lights, or battery lights) may be placed on or around any grave
- i) Planting of flowers or shrubs within the cemetery grounds is prohibited unless expressly authorised by the Council.

## **8. Memorial Bench Sponsorship Policy**

Benches are available to donate to the council in order to commemorate a loved one or allow members of the public to make a dedication of their choice. Donated memorial benches can be placed in Valley Community Council's owned or managed open spaces.

- Ynys Wen (maximum of four benches in the Cemetery at any one time).
- Unfortunately, we do not permit third parties to provide their own benches for installation on Community Council land
- The charge for a standard recycled 1.8m wide donated memorial bench is VAT exempt and is inclusive of the provision of plaque, bench, installation and 10 years maintenance. The current charge is £910.00. Charges may alter as and when the council reviews its fees and charges.

Please see full Bench Sponsorship Policy for full details - <http://www.valley-community-council.wales/wp-content/uploads/2020/02/Bench-Sponsorship-Policy.pdf>

## **9. Safety and Responsibility for Memorials**

Responsibility for any memorial rests with the person named on the relevant Deed. Owners should be mindful that unstable memorials may cause injury or damage. The Council undertakes regular risk assessments and may make safe or remove a memorial considered hazardous, without prior notice.

## **10. Damage and Insurance**

The Council cannot accept liability for damage to graves or memorials. All Council-appointed contractors must hold appropriate insurance. Memorial owners are advised to insure against accidental or wilful damage.

## **11. Exhumation (moving human remains or ashes)**

In England and Wales, exhumation normally requires a Ministry of Justice licence under the Burial Act 1857; if the grave is in consecrated ground (Church in Wales/Church of England), a Faculty from the diocesan consistory court is usually needed instead of, or in addition to, the licence. Ashes are treated as human remains. Written consent from the grave owner and next of kin is mandatory, and no work may start until all permissions are issued. Contact the Clerk to confirm consecration status and the approvals needed.

## **12. General Conduct and Access**

- Dogs must be kept on a lead at all times; owners must bag and bin dog waste.
- Except for contractors and vehicles displaying a Blue Badge, vehicles are not permitted in the main cemetery area.
- All vehicles are parked at the owner's risk; overnight parking is not permitted.
- For any queries, please contact the Clerk ([clerk@valley-community-council.wales](mailto:clerk@valley-community-council.wales))