



## The Diocese of Chelmsford

# All Saints, Little Canfield & Holy Trinity, Takeley Churchyard Rules

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Should any of these rules be breached the Chancellor of the Diocese has directed that the PCC should arrange for the removal of anything placed in the churchyard without the appropriate permission having been granted.

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### Right of burial or interment

Anyone:

- who was parishioner at the time of their death, or
- who died in the parish, or
- whose name was, at the time of their death, on the electoral roll of the parish.

has a legal right to be buried or have their cremated remains interred in either churchyard, provided that there is space available and it remains open.

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### Place of burial or interment

The minister will determine where a burial will take place, unless:

- the burial is to take place in an existing family grave (if there is room & all close members of the family agree), or
- a specific grave space has already been reserved by Faculty.

Cremated remains may be interred, either:

- in the special area set aside for cremated remains, or
- in an existing family grave (if there is room and all close family members agree).

Cremated remains may be interred, at least 12" below the surface, either:

- directly in the ground, or
- in an unlined wooden or cardboard casket.

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### Services of burial or interment

Burials and interments may take place without a service.

If a service is to take place it must be a Christian service, conducted by an authorised minister and approved by the minister of the parish.

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### Memorials over graves

**There is no legal right to place a memorial or any other item in the churchyard – permission has to be obtained in each case.**

No permanent memorial should be placed on a grave until at least 6 months after the date of burial.

Applications for memorials should initially be made by the family to the minister of the parish on a Form CR1.

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The minister of the parish can give permission for a limited range of memorials, including:

- maximum height of 107cms (3' 6"), maximum width 76cms (2' 6"), maximum depth 102mm (4")
- the top may be shaped, but the sides must be straight
- the base may include a single flower vase
- the base must extend no more than 51mm (2") beyond the headstone, except when a flower vase is incorporated when the base may project up to 203mm (8") in front of the headstone
- the headstone may be of Slate, Hopton Wood, Hornton Stone, Nabresina, Portland Stone, Purbeck, York Stone, light or medium grey Granite
- the headstone must be unpolished, but the face and base only may be honed
- the headstone may include a Christian symbol or flower decoration, but may not include a photograph
- any wording, inscription, verse or quotation on a headstone must be acceptable to the minister of the parish.

If a memorial falls outside this range, then a Faculty will need to be obtained.

A plain wooden cross of up to 40cms (15") high and 30cms (12") wide, and bearing the name of the deceased, may be placed on the grave for a period of up to 3 years from the date of the burial. This should be removed once a permanent memorial is in place.

No edging, kerbs, stones, chippings, free-standing flower vases, etc. may be placed on the grave.

The maintenance and safety of the memorial placed on a grave is the responsibility of the family of the deceased.

Anything placed on or around a grave without permission must be removed by the family when asked to do so by the minister or a church officer of the parish.

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## **Memorials for cremated remains**

No memorial or flower vase may be placed on the specific plot containing the interred remains. Except that a small wooden cross may be used as a marker for up to 4 weeks, or until a memorial plaque is provided, whichever is the sooner.

At Holy Trinity a small stone plaque (matching the others) may be fixed to the communal memorial provided for the purpose of commemoration. No additional fee will be charged for this.

At All Saints a small bronze plaque (matching the others) may be fixed on the communal memorial provided for the purpose of commemoration. No additional fee will be charged for this.

At Holy Trinity flowers may be placed in the communal container provided for the purpose.

At All Saints flowers may be placed in one of the flower vases set into the ground in the communal area provided for the purpose.

Anything placed in or around the cremated remains area without permission must be removed by the family when asked to do so by the minister or a church officer of the parish.

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## **Flowers, plants and ornaments**

Only fresh flowers, or cuttings from shrubs and bushes, are allowed in flower containers.

Any cut flowers or cuttings must be removed from their cellophane or wrapping before being placed in the container.

No plastic or artificial flowers or plants of any kind are permitted, except:

- poppies (or small wooden remembrance crosses) at the time of Remembrance Sunday
- holly wreaths (no larger than 45cms (18") diameter) at Christmas.

Poppies (or crosses) should be removed by 30<sup>th</sup> November

Christmas wreaths should be removed by 31<sup>st</sup> January

No other ornaments, eg: windmills, wind-chimes, cards, animal figures, angels, seats, etc. are allowed.

Bulbs and small plants may be planted in the area of a grave space, in front of a headstone, up to a maximum width of 76cms (2' 6") and length of 152cms (5'). This must not include any edging, kerbs, stones, chippings, free-standing flower vases, etc. Plants must be kept neat and tidy, and all flowers removed when they have died.

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Modified by the Parochial Church Council of the Parish of Takeley with Little Canfield

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