

**CEMETERY MEMORIALS**

<b>DIVISION</b>	<b>BUSINESS UNIT</b>	<b>RESPONSIBILITY AREA</b>
Corporate Services	Administration	Cemetery Administration

**OBJECTIVE:**

To ensure that the memorials and monumental work in Shire of Plantagenet cemeteries conforms to certain standards, is constructed from materials and erected in a manner that:

1. Does not present a risk to members of the public and employees of the Shire of Plantagenet;
2. Is acceptable to the environment; and
3. Maintains appropriate aesthetic standards.

**POLICY:**

1. Mount Barker (East), Kendenup and Rocky Gully Cemeteries

- 1.1 Niche Wall Memorial Plaques

- 1.1.1 All memorial plaques placed on a niche wall shall be supplied and installed by the Shire and shall –

- a) be made of admiralty bronze, granite or glass; and
- b) be of dimensions 143mm x 117mm (single) or 280mm x 117mm (double).

- 1.2 Headstones

- 1.2.1 All monuments and headstones shall -

- a) be made of bronze, granite, slate or marble and may include a glass fascia;
- b) be placed on proper and substantial foundations;
- c) not display any trade names or marks of any manufacturers.
- d) comply with the following specifications –
  - i. All Graves:
    - A. The overall height of the monument above the original surface of the grave shall not exceed 1,550mm; and
    - B. The height of the base of the monument above the original surface of the grave shall not be less than 150mm nor more than 305mm;
  - ii. Single Graves:
    - A. The length of the base of the monument shall not exceed 2,500mm and the width shall not exceed 1,250mm; and
    - B. The length of the monument shall not exceed 1,120mm and the width shall not exceed 380mm;
  - iii. Double Graves:
    - A. The length of the base of the monument shall not exceed 2,500mm and the width shall not exceed 2,450mm; and
    - B. The length of the monument shall not exceed 1,120mm and the width not exceed 380mm;

- 1.2.2 No gravesites bigger than a double grave will be permitted.

2. Mount Barker Cemetery (West)

- 2.1 All memorials, except for monuments and headstones in Section E, shall be purchased from and installed by the Shire.
- 2.2 Section A – Burials in the Lawn with Ground Memorial Plaques
- 2.2.1 Memorial plaques in Lawn Section A –
- a) shall be made from admiralty bronze (and may incorporate coloured elements and photos) or vitreous enamelled stainless steel;
  - b) shall have the number of the grave / site displayed;
  - c) shall not exceed 20mm in thickness.
  - d) shall be of the dimensions 380mm x 280mm; and
  - e) shall be affixed to a substantial foundation, with no portion of the memorial above ground level.
- 2.3 Section E – Burials in the Lawn with Above Ground Level Headstones
- 2.3.1 All monuments and headstones shall -
- a) be made of bronze, granite, slate or marble and may include glass or vitreous enamelled stainless steel fascias;
  - b) be placed on a concrete foundation provided by the Council. Such concrete beam footings shall be 330mm wide, to accommodate a line of single headstones.
  - c) comply with the following specifications –
    - i. All Graves-
      - A. The overall height above the original surface of the grave shall not exceed 1,050mm;
      - B. The length of the headstones shall not exceed 920mm and width not exceed 300mm; and
      - C. The height of the base of the monument above the surface of the concrete footing shall not be less than 150mm nor more than 305mm.
    - ii. Single Graves-
      - A. The length of the base of the monument shall not exceed 920mm and width not exceed 300mm; and
    - iii. Double Graves-
      - A. The length of the base of the monument shall not exceed 2,130mm and width not exceed 300mm; and
- 2.3.2 No gravesites bigger than a double grave will be permitted. An admiralty bronze memorial plaque may be attached to the concrete foundation, in lieu of a headstone.
- 2.4 Garden Niche (for placement of ashes)
- 2.4.1 Garden Niche plaques -
- a) shall be made from admiralty bronze (and may incorporate coloured elements and photos) or vitreous enamelled stainless steel;
  - b) shall have the number of the site displayed;
  - c) shall not exceed 20mm in thickness;
  - d) shall be of the dimensions 143mm x 117mm;
  - e) shall be aligned against the inside of the garden kerbing; and
  - f) shall be affixed to a garden kerb.
- 2.5 Gardens of Remembrance (No ashes)
- 2.5.1 Plaques in Gardens of Remembrance–
- a) shall be made from admiralty bronze (and may incorporate coloured elements and photos) or vitreous enamelled stainless steel;

- b) shall have the number of the site displayed;
- c) shall not exceed 20mm in thickness;
- d) shall be of the dimensions 136mm x 75mm;
- e) shall be affixed to a garden kerb.

## 2.6 Memorial Shrubs and Trees

### 2.6.1 Plaques at Memorial Shrubs and Trees –

- a) shall be made from admiralty bronze (and may incorporate coloured elements and photos) or vitreous enamelled stainless steel;
- b) shall have the number of the site displayed;
- c) shall not exceed 20mm in thickness;
- d) shall be of the dimensions 229mm x 229mm or 143mm x 117mm;
- e) shall be placed in conjunction with an individual shrub or tree; and
- f) shall be affixed to a substantial foundation.

## 2.7 Memorial Rocks (Either ashes in Memorial Garden or No ashes – in Garden of Remembrance)

### 2.7.1 Plaques on Memorial Rocks –

- a) shall be made from admiralty bronze (and may incorporate coloured elements and photos) or vitreous enamelled stainless steel;
- b) shall have the number of the site displayed;
- c) shall not exceed 20mm in thickness;
- d) shall be of the dimensions 229mm x 229mm; and
- e) shall be affixed to the memorial rock.

**ADOPTED: 9 NOVEMBER 2010**

**LAST REVIEW: 23 MAY 2017**