

Council

POLICY REVIEW – CEMETERY MEMORIALS

Policy with amendments

Meeting Date: 14 December 2021

Number of Pages: 4

POLICY NO:A/CA/2

FORMER POLICY NO:

CEMETERY MEMORIALS

DIVISION	BUSINESS UNIT	RESPONSIBILITY AREA
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) where possible, be of dimensions 1453mm x 12017mm for single niches, depending on actual niche size.~~
- ~~b)c) where possible, incorporate a backing plate of (single) or dimensions 280mm x 117mm and two plaques of dimensions 128mm x 83mm for double niches, (double) dependent on actual niche size.-~~

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) 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 head kerb shall not exceed 1,250mm and the width shall not exceed 380mm; ~~and~~
 - ~~B. The length of the headstone shall not exceed 1,120mm and the width shall not exceed 380mm; and~~
 - ~~C. The length of the base of the monument shall not exceed 2,500mm and width not exceed 1,250mm.~~
 - iii. Double Graves:

- A. The length of the head kerb shall not exceed 2,500mm and the width shall not exceed 380mm; ~~and~~
- B. The length of the headstone shall not exceed 2,370mm and the width not exceed 380mm; and
- C. The length of the base of the monument shall not exceed 2,500mm and width not exceed 2,450mm.

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 not exceed 20mm in thickness.
- c) shall be of the dimensions 380mm x 280mm; and
- d) 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~~ plinth shall not be less than 150mm nor more than 305mm.
 - ii. Single Graves-
 - A. The length of the head kerb shall not exceed 920mm and width not exceed 300mm; and
 - iii. Double Graves-
 - A. The length of the head kerb shall not exceed 1,840mm 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. Such plaques shall not exceed 380mm in width and 280mm in length.

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 not exceed 20mm in thickness;
- c) shall be of the dimensions 14~~53~~mm x 1~~2017~~mm;
- d) shall be aligned against the inside of the garden kerbing; and
- e) 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 not exceed 20mm in thickness;
- c) shall be of the dimensions 136mm x 75mm;
- d) 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 not exceed 20mm in thickness;
- c) shall be of the dimensions 229mm x 229mm or 14~~53~~mm x 1~~2017~~mm;
- d) shall be placed in conjunction with an individual shrub or tree; and
- e) shall be affixed to a substantial foundation or a memorial rock.

2.7 Memorial Rocks (Ashes may be placed in conjunction with such rocks in memorial gardens or at a memorial tree, but ashes are not permitted in gardens of remembrance ~~Either ashes in Memorial Garden or ashes at a memorial tree 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 not exceed 20mm in thickness;
- c) shall be of the dimensions 229mm x 229mm; and
- d) shall be affixed to the memorial rock.

3. All Cemeteries

3.1 All monuments, headstones and plaques shall:

- a) not display any trade names or marks of any manufacturers; and
- b) have the number of the grave / site displayed.

ADOPTED: 9 NOVEMBER 2010

LAST REVIEW: 8 OCTOBER 2019