

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) 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) 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;
 - 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;

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

2. Mount Barker Cemetery (West)
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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 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.

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 143mm x 117mm;
- 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 143mm x 117mm;
- 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 (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