



REGULATIONS FOR THE MANAGEMENT OF THE CHURCHYARD OF ST. NICHOLAS' CHURCH, CODSALL

These Regulations are based upon those set by the Diocese of Lichfield, as adapted by Codsall PCC, following consultation. Their purpose is to identify clearly what is and what is not permissible by way of erection of monuments in Codsall Churchyard. The bereaved have the choice of whether to arrange a burial in consecrated ground or not and where they chose the former these Regulations will apply.

THE PROCEDURE TO APPLY TO ERECT A MEMORIAL

Written application for a memorial is required, on a form obtainable from the Church Website www.stnicholascodsall.org.uk or from the Parish Office tel.01902 847786. That form should then be completed and returned by the family or personal representatives of the deceased to the Church before any firm arrangements are made with the monumental mason. In addition to the permission form, applicants will be required to fill in and return a reply slip stating that they understand and accept the Churchyard Regulations.

Contractors, including funeral directors and monumental masons, are reminded that before undertaking any work in a churchyard, they should verify that permission has been granted by the Incumbent. If a memorial or other item is introduced without permission (including the introduction of something which is different from that for which permission was granted), it may be removed, and those responsible, including the contractor, may be required to bear the expenses of rectification. Memorials should not be removed without the authority of the Incumbent.

1. THE RIGHT OF BURIAL AND INTERMENT

The following have the right to be buried in a churchyard or to have their ashes interred there regardless of whether or not they were a practising Christian and regardless of the length of time they lived in the parish.

- (a) Parishioners and all other persons dying within the parish boundaries together with those whose name appears on the electoral roll of the parish concerned provided that the churchyard is still open for burials.
- (b) Persons living in the Parish of Bilbrook, forming part of the historic parish of Codsall.
- (c) Other persons may only be buried in a churchyard if the incumbent gives permission, after consultation with his churchwardens and the PCC.
- (d) No person has a right to be buried in a particular part of a churchyard.
- (e) Full burials may be single, or at the depth of 7 feet to allow one further burial. No triple burials are permitted. A further burial in an existing double plot will only be possible where there is an available depth of at least 4 feet.
- (f) The exercise of a right of burial, the interment of ashes or the erection of a monument does not confer any right of ownership or control of that part of a churchyard, the whole of which remains vested in the incumbent.

2. GRAVESTONES AND TABLETS MARKING ASHES PLOTS

- (a) A memorial stone should be upright and have the following dimensions:

Height: No more than 2'6" (750mm)

Width: No more than 2' (610mm)

Thickness: No more than 4" (100mm)

NB. In parts of the churchyard which are used for the burial of infants these sizes do not apply, and the appropriate size for a memorial must be agreed with the incumbent.

Suitable shapes for gravestones are set out on Schedule 2

- (b) Stone vases may form an integral part of the base of the memorial stone if not more than 8" (200mm) cube.
- (c) The headstone may stand on a stone base, provided that the base is an integral part of the design, and does not project beyond the upright stone more than 4" (100mm) in any direction, unless a vase hole is included, when it may project 8" (200mm) in front and 4" (100mm) behind the upright stone.
- (d) The memorial shall be fixed in accordance with BS 8415. Memorials may only be fixed by a monumental mason in possession of the appropriate registration or accreditation once agreement has been received following the submission of two copies of an application form along with a drawing of the proposed memorial.

The Churchyard Supervisor must also be informed in advance of **all** removals and placements of memorials in the churchyard for whatever reason (845833).

- (e) A stone tablet, marking an ashes plot, should be laid horizontally, flush with the ground and have the following dimensions:
- Width: 15" (375mm) Length 18" (450mm)
- (f) Due to the sloping ground, crosses of stone or wood are not permitted as permanent headstone memorials but a wooden cross no more than 2'6" ft (760mm) high may be placed to mark a grave, for up to 6 months while settlement occurs and a stone memorial is prepared.
- (g) Gravestones shall not be placed in position until at least 6 months after burial, to allow for settlement.
- (h) The material for memorials must be very carefully chosen, and should be in sympathy with the church building and any other local features. Stones should be honed to a non-reflective finish, apart from the face to be inscribed and the upper surface of the plinth below this which may be 'fine-rubbed' or polished. Acceptable types of stones are listed in Schedule 1 of these regulations.
- (i) Inscriptions should be simple, reverent and appropriate to a churchyard. Alongside the full name and appropriate dates, a familiar name may be given if appropriate. Mention may be made of family relationships and service to the community etc. in such a way as is relevant for all who may visit the churchyard. An appropriate quotation, from the Bible or another appropriate source may be used, provided that it is in keeping both with the churchyard setting and with Christian belief. The wording must not be capable of causing offence to others.

All inscriptions are at the discretion of the Churchyard Committee. Inscriptions should be incised or in relief, and may be painted (in white, silver, black or gold). Plastic lettering is not permitted.

There should be a clear differential between the larger size of lettering used for the details of the deceased, and any additional inscription. Inscriptions on both upright stones and flat tablets should be of a suitable length, to allow an adequate outer border and clear spacing and to prevent the wording being overcrowded.

- (j) The memorial may include a symbol having particular relevance to the deceased (e.g. a regimental badge, trade or professional insignia etc.) There must be a specific, fully explained reason for the symbol, for example, an image of a tractor may be appropriate for a farmer. Any illustration must be incised or in relief and either uncoloured or given the same colour as the inscription (white, gold or black), and should be of an appropriate size, content and design for a churchyard (usually no more than 6 inches high). Permission must be sought for all such illustrations, which may be allowed at the discretion of the Churchyard Committee. No embossed symbols or photographs are permitted.
- (k) No kerbs, railings, chippings, troughs, freestanding vases, figurines, stoneware or any other additions to the memorial stone are permitted. The Churchyard Committee reserve the right to remove, without notice, any such items from the churchyard.
- (l) As well as fresh flowers, good quality silk flowers are permitted, provided that they are removed before they deteriorate. Christmas and Easter wreaths should be removed after 4 weeks. The Churchyard Committee reserve the right to remove without notice all flowers, both fresh and artificial, which have deteriorated. No flowers, bulbs, plants or trees may be planted in the churchyard.
- (m) No advertisement or trade mark for a monumental mason should be inscribed on a headstone. The mason's name or the mason's company's name may be inscribed at the side or on the reverse in unlead letters, no larger than 1/2" (12mm) in height.
- (n) Burial within a churchyard does not confer ownership of the grave space or the right to mark this space in any way, apart from a memorial for which permission has been given. No alterations may be made to the grave space such as marking the edges, raising the surface, adding stones or other materials or introducing plants of any kind.

3. COFFINS

The material used for coffins MUST be biodegradable. Materials such as wicker and cardboard are perfectly acceptable, as they are readily biodegradable (note that a suitable lining must be used). Materials which are not easily biodegradable, such as metal, are not permitted. Coffins should be of suitable size and dimensions to fit into a standard sized grave space. American style caskets are not permitted.

4. THE BURIAL OF CREMATED REMAINS

The usual practice should be that cremated remains are buried in a container made of biodegradable material. Cremated remains may also be poured directly into the ground, not less than 4 inches (100 mm) below the surface. They must not be scattered or strewn.

5. APPEALS

Where permission is sought for matters outside these regulations the Incumbent, may need to seek a special authority, called a faculty, on the applicant's behalf, from the Diocese of Lichfield. Where there is a disagreement about a decision made by the incumbent, an appeal may be made to the Parochial Church Council Churchyard Committee, for further consideration of the matter, or direct to the Diocese of Lichfield.

SCHEDULE 1

Suitable stones are:-

Limestones

Sandstone

Slate 1½" (38mm) thick

Granite

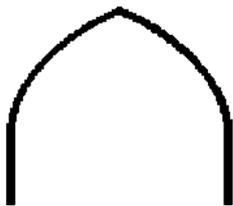
Nabresina - a gentle cream colour with occasional orange markings.

Serena stone - a blueish sandstone

Marble, white or artificial stones are not permitted.

SCHEDULE 2

Suitable Headstone Designs are shown below:



Gothic



Norman Round



Rectangular



Centre round with
Scotia corner



Peon top with
rounded shoulders



Ogee



Round top with
Ogee shoulder



Trefoil round



Centre round with
Offset round shoulder

St. Nicholas Church, The Parish Office, The Parish Rooms, Church Road,
Codsall Wolverhampton WV8 1EH

Tel. 01902 847786 email: stnicholaschurch@hotmail.co.uk
www.stnicholascodsall.org.uk