

## Department for Place

### **CEMETERY REGULATIONS** **Filton, Mangotsfield, Mayshill & Kingswood Remembrance Park**

#### **General Information**

Enquiries and applications should be made to the Cemeteries Officer on

Telephone: 01454 865831

Minicom: 01454 863055

Email: [Cemeteries@southglos.gov.uk](mailto:Cemeteries@southglos.gov.uk)

Cemeteries Officer Addressee Only, South Gloucestershire Council, Department for Place, Place Operations - StreetCare, PO Box 1954, Bristol. BS37 0DD

**Summer Opening Hours** - April to September are:  
8.00am to dusk Monday to Friday & public holidays and  
10.00am to 6.00pm Saturday & Sunday.

**Winter Opening Hours** - October to March are:  
8.00am to 5.00pm Monday to Friday & public holidays and 10.00am to 4.00pm Saturday & Sunday.

**Interments** may take place as follows:

**Summer** – 1<sup>st</sup> April – 30<sup>th</sup> September.  
Monday – Thursday 8.00am – 3.00pm  
Friday 8.00am–2.15pm

**Winter** – 1<sup>st</sup> October – 31<sup>st</sup> March.  
Monday – Thursday 8.00am - 1.45pm  
Friday 8.00am –12.45pm

**No interment shall take place nor shall cremated remains be scattered or buried without permission from South Gloucestershire Council.**

Dogs are not allowed in the cemetery with the exception of guide dogs.

No cycling, skateboarding, roller skating, or games of any kind are allowed within the cemetery.

Please Park in the allocated parking areas and not on the grass.

#### **Mangotsfield Cemetery Chapel**

A small chapel with a seating capacity of approximately 50 is available to hire. We are unable to provide the service of an organist. This chapel can be used even if the interment is not at Mangotsfield Cemetery.

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## **Burials**

Traditional and Lawn Graves are available. The allocation of grave spaces will be made in strict rotation.

We no longer have any new burial graves at Filton or Mangotsfield.

It may be possible to pre-purchase a grave in some areas of Mayhill and Kingswood Remembrance Park.

Walled/bricked graves are available only in the Traditional and Lawn section of Mayhill.

The Council charges a supplementary fee for extra-large coffins of 7ft (213cm) and over in length OR 28 inches (71cm) and over in width. We no longer allow American caskets or casket type coffins in any of our cemeteries.

The Deed owner/family is responsible for maintaining the top of a traditional plot and any masonry on a grave.

Cemetery staff will ensure that the level of graves does not fall below the level of the surrounding area during the six months following interment.

The Council will turf new graves in the lawn sections after a period of six months. This will take place either in the spring or autumn.

## **Cremated Remains**

Cremated Remains Graves are available at Filton, Mayhill and Kingswood Remembrance Park.

Columbarium niches are offered at Mangotsfield. Ashes must be in plastic urns only and clearly labelled with the deceased full name and date of death. (These urns are available from the Council if your Funeral Director is unable to supply one).

It may be possible to pre-purchase a plot in the cremated remains section at Filton, Mayhill and Kingswood Remembrance Park.

We do not allow the scattering of ashes in any of our cemeteries and no interment shall take place without the knowledge of the Council.

Arrangements for the interment of cremated remains must be made through your local Funeral Director.

## **Infant/Children's Graves**

Graves are available in all of our cemeteries and these are for one interment only. Graves are Free to South Gloucestershire residents only for a child whose age at time of death does not exceed 5 years. Non South Gloucestershire residents are able to purchase a grave if required. Masonry on these graves is permitted (as below) but kerb edging is not allowed at Kingswood Remembrance Park.

## **Floral Tributes & Planting**

Floral/memorial tributes that have been placed on a grave following an interment will be removed by cemetery staff once they have decayed unless a specific request is made to the Cemeteries Officer for the tributes to be removed by the family. Replacement tributes are not allowed.

No glass or non-shatter proof vases or ornaments are allowed.

No borders, decorative stone or slate, solar lights, wind chimes, balloons, photographs or decorations of any kind are permitted on or around any grave or memorial tree within the boundary of the cemetery. Any such items will be removed.

Iron kerbs, railings, chains or palisades are not allowed in any area of the cemetery.

All floral and memorial tributes must be contained within the integral flower containers or placed on the masonry only or in the provided receptacle for a memorial tree. Any other items will be removed by cemetery staff including those around memorial trees.

As an exception, additional flowers will be permitted on the specific occasions of Father's/Mother's Day, Christmas, Birthdays, Valentine's Day and Anniversaries for a period of up to three weeks, after which time the flowers will be removed if not already done so. If however they have decayed before this time, they will be removed. Christmas wreaths will be removed and disposed of at the end of January.

**Mayshill & Filton Cemetery Cremated Remains Graves Only** – We will allow an additional flower/planting trough at the head end of the grave this must not exceed the width of the masonry. Please be mindful of the other graves and do not obstruct any pathway or block access for someone to attend a grave.

**Traditional Graves All Cemeteries** - Small shrubs/plants and bulbs may be planted within a traditional plot but must not extend beyond the kerb edge. The grave owner is responsible for the maintenance of the grave but the Council reserves the right to reduce or remove, without notice, any plant that has become overgrown and will not be held liable for any damage to property or persons as a result of this planting.

**Lawn Graves All Cemeteries** - memorial tributes must be contained within the integral flower containers or placed on the masonry only. It is not permitted to plant or place anything within the lawn sections of the grave. Any items found will be removed by cemetery staff.

**Columbarium** – Only floral tributes are allowed and these must be placed in a flower vase which has been purchased from the Council. These will be marked with the Columbarium name and niche number and placed in the floral remembrance area. Kerb Niches have their own flower receptacle. No tributes can be placed on or around the Columbarium. Any other items will be removed by cemetery staff.

### **Memorials**

No memorial/additional inscription can be installed without firstly obtaining a permit issued by the Cemeteries Office. All memorials must comply with BS8415 and the National Association of Memorial Masons code of working practice.

All memorials, tablets & gravestones must be kept tidy and in good repair and are the responsibility of the Deed owner. The stability of these structures should be checked on a regular basis. It is important that the owners of the grave maintain the memorial structure.

An insurance policy can be taken out when you purchase your memorial and you should discuss this with your Mason.

Masonry Regulations and sizing can be discussed with your Mason or by contacting the cemeteries office (as above).

Memorials on a Traditional or Lawn grave may be erected after a period of nine months from the time of the last interment. This is to allow for ground settlement.

Memorials on a Cremated Remains grave may be installed immediately after the interment of ashes.

The Council may, if it deems any memorial to be dangerous, dismantle the memorial and lay it down. Where possible owners will be contacted.

Any unauthorised memorials placed upon a grave without prior permission of the Council will be removed.

Memorial benches/seats are no longer allowed in Filton, Mangotsfield or Mayhill Cemeteries and any unauthorised seats will be removed.

Seats that are found to be a health & safety risk will be removed and owners will be contacted.

### **Change of Address for an Exclusive Right of Burial**

It is important that Deed holders inform the Cemeteries Officer, in writing, of any change of address. Please include the Deed number, plot number and previous address when writing. (This can also be emailed).