Peterston super Ely Community Council
Cyngor Cymuned a Llanbedr-y-Fro

St Peter's Churchyard Rules & Regulations

St Peter's Churchyard is owned and managed by Peterston-super-Ely Community Council

These Rules and Regulations are made by the PSE Community Council under the Local Authorities Cemeteries Order 1977 for the control and proper management of the Churchyard. The Rules and Regulations were reviewed in September 2026 and adopted on 12th October 2026 Minute 10/14.

The Council may authorise its Clerk or any of its Councillors or its officials to make decisions or carry out works under these Rules and Regulations on its behalf.

A. Burial or Interment of Ashes:

1. All persons who live in the area of the Peterston-super-Ely Community Council are entitled to be buried or have their ashes interned in the churchyard. All other persons may be buried or have their ashes interned at the discretion of the Council.

2. The fees for burials and interments and the grant of exclusive rights of burial are set out in the Council's Burial fees document and are reviewed from time to time. The fees for the burial or interment of ashes of persons living outside the Council's area are double the fees for those living within the area. Fees must be paid to the Clerk in advance of any burial or interment.

3. Notice, by completing the form obtainable from the Clerk, of a burial or interment shall be given to the Clerk at least one week before the date and time proposed for the burial or interment. Notice shall be given between the hours of 10 am and 4 pm on Mondays to Fridays.

4. No burial or interment of ashes can take place without the prior agreement of the Clerk to the Council and only after the production of the Certificate of Disposal from the Registrar, a Certificate of Cremation from a Crematorium or an Order from a Coroner for burial.

5. Unless a grave is to be reopened or burial or interment is to take place in a plot for which an exclusive right of burial has been granted by the Council, the decision as to the site of the burial or the interment of ashes is that of the Council.

6. All work relating to the creating or reopening of a grave or a plot for a burial or the interment of ashes shall be carried out by fully insured personnel who adhere to the Institute of Cemetery and Crematorium Management (ICCM), and the Federation of Burial and Cremation Authority (FBCA) policies. Contact the Clerk for assistance in locating a grave digger.

7. All bodies for burial are to be contained within a sealed wooden coffin. The coffin must display a permanent plaque showing the name of the buried person.

8. The top of a coffin buried in a grave shall be not less than 3 feet (914mm) below ordinary ground level.

9. Subject to there being no disturbance of human remains, up to six sets of cremated remains may be interred in a cremation grave.

10. All interment of ashes in the churchyard shall be deposited without containers or in containers either quickly perishable or made of wood. All interments must have a plaque showing the name of the person whose ashes are interred.

11. The scattering of cremated remains is prohibited in any part of the churchyard.

12. A temporary wooden memorial with a plaque may be erected prior to the installation of a permanent memorial.

B. Churchyard Maintenance

13. In order to facilitate the general care of the churchyard by the Council: -
    a. Flower bulbs and small plants may be planted in the soil of the grave or cremation area but not trees or shrubs and there will be no encroachment beyond the area of the grave as first dug;
    b. No stone chippings, kerbs, railings, fences or any other edging markers are permitted;
    c. Any additional memorial items placed either on a grave or cremation area must be removed within 2 months from the date of burial or of interment. Any items left longer will be removed by the Council and disposed of after 6 months.

14. Any grave mounds remaining after twelve months from the date of the burial will be levelled.

15. Wreaths, plants or cut flowers may be placed either in a container or laid on any grave or plot within a cremation area, but they must be removed as soon as they appear to be withered. Containers must not comprise glass or other breakable material. No artificial flowers are allowed except for Remembrance Day poppies and traditional Christmas wreaths and these must be removed after a period of not more than two months. Any items left longer will be removed by the Council and disposed of.

16. Dead flowers, wastepaper and other refuse must be put in the waste receptacles provided in the churchyard.

C. Monuments

17. Permission must be obtained for the erection of any memorial, including inscriptions, for a burial or interment of ashes. Every application to erect a memorial in the churchyard must be made on the form obtainable from the Clerk with a full description of the proposed work. Written permission to erect a memorial must be obtained from the Council before accepting an estimate or otherwise entering into a contract with a funeral director, stonemason or craftsman.

18. Inscriptions should be incised, or in relief, and may be painted. Plastic or other inserted lettering is not permitted. Additions may be made to an inscription at a later date following a subsequent interment in the same grave or for other suitable reason. However, any such alteration must be separately approved. The lettering, lay-out and wording must be consistent with the original inscription. No inscriptions of any nature are allowed on the reverse.

19. A minimum period of six months should normally elapse between the burial or interment of a person to be commemorated and the granting of permission for a memorial.

20. For burial plots, permission will only be considered for headstones no larger than 1200mm (4ft) high, measured from the surface of the ground, 900mm (3ft) wide and 150mm (6in) thick. They must be no less than 75mm (3in) thick.

21. A headstone may stand on a stone base, provided that it is an integral part of the design and does not project more than 50 mm (2in) beyond the headstone in any direction, except for an allowance of an additional 150mm (6in) for the facility to allow for cut flowers to be placed in a suitable pre-formed receptacle on the face side of the headstone. Due regard must be paid to the nature of the ground and the problem of settlement. Headstones must be long enough to be inserted directly into the ground at sufficient depth to ensure stability or supported by a pre-cast concrete shoe.

22. For individual plots in which cremated remains have been deposited, permission will only be considered for a flat stone no larger than 450 mm (18") long by 30mm (12") wide and must be set below ground level.

23. Figure sculpture and other statuary is permitted but must first be authorised by the Council.

24. Burial memorials need not be restricted to a rectangular shape. Photographs, porcelain portraits or glass shades are not permitted. Individually designed memorials are to be encouraged.

25. All memorials must be made of natural stone preferably with non-reflecting finish. A simple wooden memorial together with a small brass plaque is allowed for a period of 9 months following a burial pending the installation of a memorial stone. (The temporary period is extendable by agreement.)

26. Memorials remain the property of the person or persons responsible for their erection. Such persons are also responsible for their maintenance.

27. All monuments shall be erected in accordance with the National Association of Monumental Mason's (NAMM) Code of Practice and must not represent a safety hazard to visitors or churchyard staff.

28. The Council may remove any memorial erected or placed, including an inscription, without approval or which is considered a safety hazard and recover the costs incurred.

Any disputes are to be put in writing and shall be determined by the Council whose decision shall be final.

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