

Policy: YASS LAWN CEMETERY CEM-OP-11

Service: CEMETERY

Responsible Officer: BUSINESS SERVICES MANAGER

1. OBJECTIVE

To ensure that Yass Lawn Cemetery has a consistent and defined criteria for an aesthetically pleasing environment for the burial/placement/interment of the deceased.

2. MONUMENTS – HEADSTONE AND PLINTH GUIDELINES

2.1 Council will provide a headstone or plinth the size of 530 mm wide x 300 mm high x 150 mm thick, that can be fixed flat or on an edge with the height being 300 mm.

2.2 Only one headstone or plinth is permitted for each plot, except those with written permission from Council.

2.3 Each headstone or plinth to be placed centrally on a concrete beam and backing to be aligned to the centre of the concrete beam.

2.4 Individuals or contractors wishing to install or carry out work on a headstone or plinth at the Yass Lawn Cemetery must provide copies of public liability insurance to the value of \$10M before receiving approval to commence work from Council.

2.5 All headstones or plinths are to be securely fixed to the concrete beam to Council's satisfaction.

2.6 Persons wishing to place a non-Council provided headstone or plinth must provide details and specifications prior to Council's approval, the size of the headstone and plinth must not exceed 560 mm wide x 450 mm high x 150 mm thick.

2.7 No waste material is to be left within the confines of the Yass Lawn Cemetery during or following the placement of a headstone or plinth.

2.8 Plinths or headstones not complying with these regulations shall be removed by Council.

3. PLAQUES

3.1 Ordering of plaques through Council are to be carried out within a 12 month period from internment. After this time additional fees and charges will be applicable to cover price increases as set by the manufacturer and associated labour costs as set by Yass Valley Council.

3.2 Each plaque in the Yass Lawn Cemetery must be clearly marked in the lower right corner with the section letter and plot number.

3.3 Double depth graves are to have a dual conversion bronze plaque or headstone with sufficient space for two inscriptions only, and to Council's satisfaction.

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- 3.4 No cleaning agents, solvents, etc., are to be used on the plaque because of the detrimental effect to the plaque, concrete surrounds, neighbouring memorials or grassed areas.
- 3.5 The design and type of plaque will be determined by Council.
- 3.6 The plaque will be inspected on arrival by Council to ensure that it is in good order from the supplier and shall be installed by Council staff. Notification of the placement of the plaque shall be either in writing or other forms of communication, to the respective client/s and any concerns relating to the contents and installation of the plaque must be reported to Council within thirty (30) days.
- 3.7 Council will not be liable for repair, maintenance, upkeep or the preservation of any plaque or item placed on a grave at the Yass Lawn Cemetery.

4. ROSE BUSHES

- 4.1 Rose bushes are not to be obstructed, damaged or removed.
- 4.2 Rose bush varieties have been chosen for their consistent size, prolific and prolonged flowering and shall be either Moulin Rouge or Lili Marlene for red roses, Princess de Monaco or Double Delight for pink, Iceberg or Princess of Wales for white, Freesia for yellow and Just Joey for apricot.
- 4.3 Council will be responsible for providing and planting these rose bushes.
- 4.4 No tree, shrub or plant is to be placed, planted or removed from any grave or garden at the Yass Lawn Cemetery other than by Council staff at their discretion.
- 4.5 Rose bushes not complying with these regulations shall be removed by Council staff.

5. VASES

- 5.1 Vases may be placed adjacent to the headstone and securely fixed if of a design for that purpose.
- 5.2 No waste material is to be left within the confines of the Yass Lawn Cemetery during or following the placement of flowers in the vase.
- 5.3 Only cut flowers or artificial flowers are to be left at any place of burial in the Yass Lawn Cemetery.
- 5.4 No glass vases are to be placed or left in the Lawn Cemetery.

6. NICHE WALLS

- 6.1 Council maintains, preserves and repairs the niche walls.
- 6.2 Only cut or artificial flowers of a suitable size are to be left in the Council approved attachments in the niche walls.
- 6.3 Only Council approved plaques are to be placed in the niche walls.

7. MEMORIAL GARDENS

- 7.1 Only cut flowers or artificial flowers are to be left in the Memorial Gardens.

7.2 No tree, shrub or plant is to be placed or planted on any grave in the Memorial Gardens other than those which are provided by Council staff at their discretion.

8. VEHICULAR ACCESS

No vehicular access is allowed on the lawn areas.

9. CONDITIONS OF USE

A copy of this policy must be supplied to all persons requesting a plot at the Yass Lawn Cemetery or in the Memorial Garden or Niche Walls.

10. RESERVATION FEE

9.1. The fee paid to Council at the time of reservation of an allotment shall be the amount deducted from the fees and charges applicable at the time of interment.

9.2. The reserved allotment may be transferred to an immediate family member at any time by signing a Transfer of Right of burial and lodging the form with Council for consent.

11. RELEVANT DOCUMENTS

Previously known as Policy C.6 and CEM-POL-1.
CEM-POL-2 Cemetery – Yass Old

HISTORY

<i>Minute No</i>	<i>Date of Issue</i>	<i>Action</i>	<i>Author</i>	<i>Checked By</i>
	<i>12 January 2007</i>	<i>Reviewed</i>	<i>Peter Harvey</i>	<i>Tony Stevens</i>
<i>367</i>	<i>8 August 2007</i>	<i>Adopted</i>		<i>PP&R Meeting</i>
<i>475</i>	<i>11 November 2009</i>	<i>Reviewed</i>		<i>Special Planning Committee Meeting</i>
<i>131</i>	<i>25 May 2016</i>	<i>Divisional Procedure</i>		<i>Council Meeting</i>