

Cemetery Regulations

Woodvale Cemetery at Lewes Road, Brighton

City Cemetery at Bear Road, Brighton

Hove Cemetery at Old Shoreham Road, Hove

Portslade Cemetery at Victoria Road, Portslade

Extra-Mural Cemetery at Lewes Road, Brighton

Lawn Memorial Cemetery at Warren Road, Woodingdean

Jewish Cemetery Extension off Meadowview Road, Brighton

Borough of Brighton, Hove and Portslade Cemeteries

The following pages refer to Regulations for the erection of Monuments within the Cemeteries under the control of Brighton and Hove Council:

1. Lawn Memorial Cemetery: Paragraphs 1.1 to 1.25
 Paragraphs 2.1 to 2.30
 Paragraphs 3.1 to 3.14

2. Jewish Cemetery Extension: Paragraphs 1.1 to 1.25
 Paragraphs 2.1 to 2.30
 Paragraphs 4.1 to 4.27

3. City Cemetery - Bear Road: Paragraphs 1.1 to 1.25
 Paragraphs 2.1 to 2.30
 Paragraphs 5.1 to 5.12

4. Woodvale Cemetery: Paragraphs 1.1 to 1.25
 Paragraphs 2.1 to 2.30
 Paragraphs 6.1 to 6.8
 Paragraphs 7.1 to 7.6

5. Extra-Mural Cemetery: Paragraphs 1.1 to 1.25
 Paragraphs 2.1 to 2.30
 Paragraphs 6.1 to 6.8
 Paragraphs 7.1 to 7.6

6. Hove Cemetery: Paragraphs 1.1 to 1.25
 Paragraphs 2.1 to 2.30
 Paragraphs 6.1 to 6.8
 Paragraphs 7.1 to 7.6

7. Portslade Cemetery: Paragraphs 1.1 to 1.25
 Paragraphs 2.1 to 2.30
 Paragraphs 5.1 to 5.12
 Paragraphs 6.1 to 6.8

All correspondence, enquires and memorial permit applications regarding the above cemeteries should be addressed to:

Cemeteries and Crematorium Office
The Woodvale Lodge
Lewes Road
Brighton, East Sussex BN2 3QB
Telephone: 01273 604020

All forms are available to download on the cemetery web pages of the city council's website.
www.brighton-hove.gov.uk/woodvaleforms

General Regulations

- 1.1 Application for burial must be made at the Cemeteries and Crematorium Office at Woodvale Lodge, Lewes Road, Brighton during office hours. Applications must be made at least three working days before the intended burial. This does not apply to burials requested to take place immediately, upon the Certificate of a Coroner or Medical Practitioner or in the case of a grave space previously prepared for members of the Muslim or Jewish faiths.
- 1.2 Applications shall be on a Notice of Interment form provided by the Council and shall contain the following information:
 - (a) The full names, description, age and permanent address of the person to be buried;
 - (b) The date and place of death;
 - (c) The day and hour of the intended burial and whether it is to be in Consecrated, General, Dedicated or other ground.
 - (d) The location, description and depth of the grave or vault and whether it has been purchased or not.
 - (e) Full dimensions of the grave to be prepared.
 - (f) The name of the Minister, Priest or person intending to officiate.
 - (g) The full names and addresses of the proposed owners to a newly purchased grave space.
 - (h) The full names, signature of owner and grave number if a grave space is to be re-opened.
 - (i) Appropriate fees will be charged for the services provided and calculated by reference to the list of fees and charges, currently in operation.
- 1.3 The Registrar's Certificate of the death of the person to be buried, or the Coroner's Order for burial where an inquest has been held and, in the case of burial of cremated remains, evidence of the cremation of the body shall be produced to the Registrar at the Cemeteries and Crematorium Office, prior to the burial or strewing.

- 1.4 All burials shall take place between the hours of 9 am and 3.15 pm (Summer), 2.15 pm (Winter), Monday to Friday. No interments will take place on Saturdays, Public Holidays or Sundays except Jewish and Muslem burials or upon a Certificate of a Coroner or Medical Practitioner, that immediate burial is required.
- 1.5 The selection of the grave space, whether to purchase or otherwise, shall be subject to the approval of the Council, but the wishes of applicants will be met as far as practicable.
- 1.6 No grave space shall be purchased in advance of actual requirements without the permission, in writing, of the Council.
- 1.7 A Register of Burials shall be kept at the Cemetery, where searches may be made and Certified Extracts obtained on payment of the appropriate fee.
- 1.8 Except with the consent in writing of the Council, no burial shall take place in any purchased vault or grave unless the certificate of Grant of Exclusive Right of Burial therein, shall have been produced with the application for burial.
- 1.9 Purchasers of Exclusive Rights of Burial shall not dispose of their Rights without the previous consent in writing of the Council.
- 1.10 Graves or vaults shall only be dug or excavated by the Council's contractors. Relatives or friends may, however, assist with the backfilling of a grave space.
- 1.11 If it is necessary to open any grave for a subsequent interment, with a memorial, stone or kerb; these will be removed at the expense of the owner of the grave or of the person giving the order for the burial. After the burial and as soon as practicable, such memorials shall be re-erected or replaced at the expense of the such owner or person. The Council are not responsible for the removal or re-erection of any memorial.
- 1.12 No memorial may be erected, nor any enclosure made over graves in which the Exclusive Right of Burial has not been granted.
- 1.13 Memorials to be laid on graves in the Lawn Memorial Cemetery (tablets/vases only permitted) are subject to special regulations.
- 1.14 Memorials to be erected in the Jewish Cemetery Extension are subject to special regulations and procedures.

- 1.15 Memorials to be erected on the Lawn Sections in the Brighton, Hove and Portslade Borough Cemeteries are subject to special regulations.
- 1.16 Memorials to be erected on the kerb and vault sections in the Brighton, Hove and Portslade Borough Cemeteries and the Extra-Mural Cemetery are subject to special regulations.
- 1.17 Memorials to be erected on Lawn Graves in the Garden of Remembrance at Woodvale Crematorium and Hove Cemetery are subject to special regulations.
- 1.18 No cremated remains shall be strewn in the Cemetery except on a grave or vault space with the consent of the owner, or in the case of a common grave with the consent of the Council or such part of the Cemetery as may be set aside by the Council for that purpose.
- 1.19 No person, other than a relative or friend of any deceased persons, buried in a grave shall carry out any work whatsoever at that grave without the previous permission of the Council.
- 1.20 The construction of all grave-stones, tombs, monuments, memorials, rails, kerbs and other erections shall be proceeded with from day to day until completed.
- 1.21 When any work is carried out on a grave, any mattings, boards or canvas shall be used as directed by the Cemeteries Manager in order to preserve the grass, shrubs and flowers from damage.
- 1.22 All masons and others engaged on any work within the Cemeteries, shall clear away all arisings from the area and make good any damage caused during or in consequence of such work. In default, such arising may be cleared away and any damage repaired by the Council, and the mason or person in default shall on demand repay such costs to the Council.
- 1.23 All persons engaged in any work, on any grave, in the Cemetery shall comply with all reasonable directions and requirements of the Cemeteries Manager.
- 1.24 No advertisement of any description, shall be displayed in any part of the Cemetery or inscribed upon any memorial, and no person shall in the Cemetery solicit any order for monumental work or other work in connection with any grave.

- 1.25 No unauthorised vehicle shall be allowed to remain in the Cemetery whilst the Cemetery gates are locked.
- 1.26 No vehicle shall be driven within the Cemetery or along any of the side paths, faster than 8 miles per hour .
- 1.27 No cycle shall be ridden in the Cemetery except if the cyclist is on business in connection with the Cemetery or Crematorium.
- 1.28 Visitors shall keep to the roads and side paths as far as possible, and shall avoid walking on any marked graves.
- 1.29 Children shall not be admitted to the Cemetery except under the care of a responsible adult.
- 1.30 No person shall bring a dog or permit any dog under his control to be brought into the Cemetery.
- 1.31 No photograph shall be taken in the Cemetery without consent, and in the case of a photograph of a grave, the written consent of the owner of the grave shall first be produced to the Cemeteries Manager.
- 1.32 In all burials the following regulations, issued by the Secretary of State for the Home Office, must be observed:
- (a) No body shall be buried in any vault or walled grave unless the coffin be separately entombed in an airtight manner, that is, by properly cemented stone or brick-work.
 - (b) One body shall be buried in a grave at one time, unless the bodies be those of members of the same family.
 - (c) No grave in which the Exclusive Right of Burial has not been acquired, shall be re-opened within 14 years after the burial of a person above twelve years of age or within 8 years after the burial of a child under 12 years of age, unless to bury another member of the same family; in every case a layer of earth not less than one foot thick shall be left undisturbed above the previously buried coffin; but if on re-opening any grave the soil is found to be offensive, such soil shall not be disturbed, and without exception, shall human remains be removed from the grave.
 - (d) No coffin shall be buried in any unwalled grave within 2 foot 6 inches of the ordinary level of the ground unless it contains the body of a child under 12 years of age, when it shall not be less than 3 feet below that level.

- 1.33 The body of any deceased person will not be accepted for interment unless it is enclosed within a coffin, casket or container of a design normally accepted by the Council and approved by the Cemeteries Manager. A coffin may only contain one body, but an exception will be permitted where the death is due to childbirth in which event, mother and child may be contained in the same coffin, provided notice is given.
- 1.34 A suitably lettered nameplate showing name, age and date of death must be affixed to the lid of the coffin. If handles are to be fitted to the sides of the coffin, these must be securely fixed.
- 1.35 The taking or damaging of any flower, bulb, plant, tree or shrub in the cemetery grounds is strictly prohibited. Offenders are liable to prosecution.
- 1.36 No person not being an Officer or Servant of the Burial Authority or other person so authorised by or on behalf of the Burial Authority shall enter or remain in a Cemetery at any hour when it is closed to the public.
- 1.37 A body may not be exhumed from the Consecrated section of the Cemetery without a Faculty from the Bishop of Chichester; or from any grave or vault to another without authority from the Secretary of State via the Home Office.
- 1.38 By the Local Authorities' Cemeteries Order 1977, Section 18 and 19 it is enacted that:
- No person shall:
- (a) wilfully create any disturbance in a cemetery;
 - (b) commit any nuisance in a cemetery;
 - (c) wilfully interfere with any burial taking place in a cemetery;
 - (d) wilfully interfere with any grave or vault, any tombstone or other memorial, or any flowers or plants on such matter; or
 - (e) Play any game or sport in a cemetery.

Every person who contravenes this Article shall be liable on summary conviction to a fine not exceeding £100.00 and in the case of a continuing offence to be fined not exceeding £10.00 for each day during which the offence continues after conviction therefor.

Erection and Maintenance of Memorials

- 2.1 Before the erection of a memorial or other related work is carried out in any of the Brighton, Hove and Portslade Cemeteries, a written permit must first be obtained from the Cemeteries and Crematorium Office at Woodvale, Lewes Road, Brighton, and the appropriate fee paid.
- 2.2 A Memorial Permit Application Form must be completed by the Monumental Mason or other Agent who is to carry out the work. This application must be signed by the owner of the Exclusive Right to the grave giving consent to the works as detailed on the form. The completed application must be delivered to the Cemeteries and Crematorium Office at least three working days before the permit is required.
- 2.3 If the owner of the Exclusive Right of Burial to the grave is not able to give their consent for the work, as detailed on the Memorial Permit Application Form, then a Form of Indemnity must be signed by the person requesting the memorial works.
- 2.4 A drawing showing dimensions and manner of construction of the proposed memorial, or the structural alteration or addition to an existing memorial, must be submitted with the application.
- 2.5 When the application has been approved, a permit will be issued, which must be handed into the Cemeteries and Crematorium Office for verification prior to any the memorial work being commenced.
- 2.6 The erection or dismantling of any memorial must only be carried out during working hours (and Saturday by arrangement).
- 2.7 All memorials must be made of Hard Natural Stone with the exception of wooden crosses approved by the Council.
- 2.8 Every memorial stone must be securely fixed on a bearer 12 ins (304 mm) greater in each dimension than the corresponding measurements of the ground area covered by the memorial, excepting that in the case of a small vase memorial the foregoing measurements of 12 ins (304 mm) may be reduced to 9 ins (228 mm), at the discretion of the Cemeteries Manager.
- 2.9 The bearer must be of hard stone not less than 1.5 ins (38 mm) thick or reinforced concrete of the same thickness or of slate not less than 1 in. (25 mm) thick.

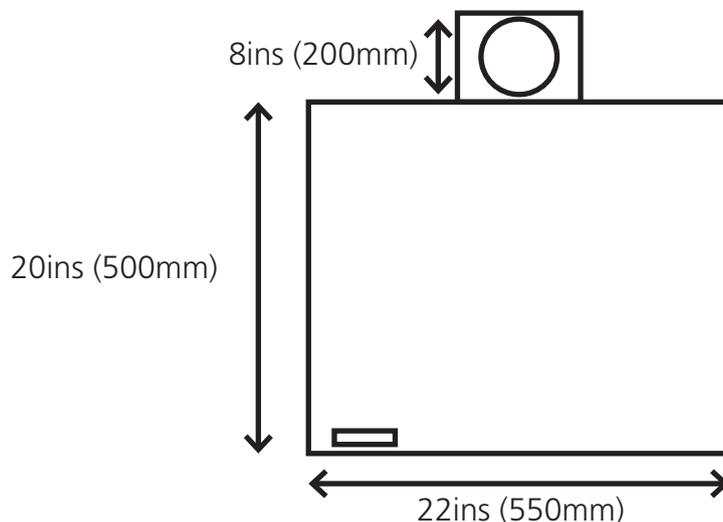
- 2.20 The bearer must be placed either at ground level or 9 ins (228 mm) below that level, whichever seems better for the security and stability of the memorial at the discretion of the Cemeteries Manager, and no part of the bearer is to protrude above ground level.
- 2.21 Non-corrosive metal cramps and dowels only, must be used in the construction of stone work.
- 2.22 With the exception of the Lawn Memorial Cemetery and Lawn Graves for the interment of cremated remains, it is permitted to erect a wooden cross at the head of the grave; the cross should not exceed 1.5 metres in height and 0.5 metres in width, and must be of a quality not to cause complaints from adjacent grave owners. If reasonable complaints are received, then the Cemeteries Manager will request the removal of the cross.
- 2.23 The Section Letters and Grave Number must be cut on all new memorials in a position easily visible after erection.
- 2.24 The placing on graves of wrought-iron railings, wire or plastic fencing are prohibited.
- 2.25 No grave-stone, tomb, monument, rail kerb, fence, chain or erection of any kind or epitaph or inscription shall be erected, placed or displayed without the previous consent in writing (see 2.2) of the Council. In the event of any dispute under this regulation, for a grave in Consecrated ground, the matters shall be referred to the Bishop of the Diocese whose decision shall be final and binding on all parties.
- 2.26 Monumental Masons or other agents must comply with the regulations as made from time to time by the Council and will be liable for any damage occurring to the surrounding memorials, turf, etc. At the completion of the fixing of the memorial or other workthereto, all surplus earth, chalk, mortar, brick, etc. must be removed by the person carrying out the work, and the memorial and surrounding ground left tidy and in good condition to the satisfaction of the Cemeteries Manager.
- 2.27 No memorial, of whatever description, will be admitted into the Cemetery or permitted to be erected, except on condition that such memorials be erected, and remain, the owner's sole responsibility.
- 2.28 All memorials, grave-stones and vaults must be kept in repair by the owner of the Exclusive Right of Burial. The Council reserves to itself, by the appropriate Acts entrusted to it, the right to dismantle to ground level any monument which is allowed to fall into disrepair, unless repaired after notice.
- 2.29 No memorials or gravestones may be erected, nor any enclosure made over graves in which the Exclusive Right of Burial has not been granted.
- 2.30 The right to erect a memorial on a grave is limited to the period of grant of Exclusive Right of Burial. During this period, the responsibility of the upkeep and maintenance of any memorial becomes that of the owner to the grave space, who must also ensure that the memorial is erected and maintained in a safe condition.

Lawn Memorial Cemetery

- 3.1 No part of the grave space shall be raised above the level of the ground and the surrounding area shall be kept as a lawn.
- 3.2 No memorial or flower receptacle or any other article or plant may be placed on, or in the turf other than the memorial tablet and a cut-flower container referred to in the Regulations.
- 3.3 Subject to the written consent of the Council and to payment of the appropriate fee, a memorial tablet may be laid in the turf at the head part of the grave in the position required by the Council and so that no part of the tablet shall protrude above the surface level of the turf. The tablet shall become the property of the Council at the expiration of the period of the Grant of the Exclusive Right of Burial in the grave.
- 3.4 Each memorial must be laid with the back edge, on the back line of the grave space.
- 3.5 The size of the tablet shall not exceed 22ins. (550 mm) long by 20ins. (500 mm) wide and shall be laid lengthways across the grave. (see Fig.1)
- 3.6 The tablet, which must not be less than 2ins. (50 mm) nor more than 3ins. (75 mm) thick, must be made of one piece of any natural hard stone (white marble is not recommended) approved by the Council and rectangular in shape without mouldings on the upper surface.
- 3.7 The tablet must be secured to a bearer of hard stone not less than 2ins. (50 mm) thick or reinforced concrete of the same thickness or slate not less than 1ins. (25 mm) thick and otherwise measuring 6ins. (150 mm) greater in each dimension than the tablet. The foundation stone to be placed immediately below ground level with no part of the bearer protruding above the turf level.
- 3.8 All inscriptions on the tablet shall be subject to the approval of the Council and must be cut into the tablet, and may be painted or filled, provided that no part of the filling shall be raised above the surface of the tablet. Ceramic photographs must be recessed, with no part protruding above the level of the tablet. (The Council cannot assume responsibility for any damage caused to ceramic) Any decorative detail or motive either carved or sand-blasted are all subject to the Councils approval.

- 3.9 The Cemetery Plan reference number of the grave must be cut in the tablet in a position visible after it is placed on the grave and must be completed in the same manner as the inscription on the tablet.
- 3.10 For the holding of cut flowers, one container not exceeding 8ins. (200 mm) in width, height and breadth may be placed at the head of the grave provided the container is made in one piece from a solid block of stone, and placed in the position required by the Council (see 3.5) and set into the ground so that no part of it protrudes above the turf level.
- 3.11 The Cemetery Plan reference number must be cut on the container for identification purposes but no other lettering or inscription of any kind will be permitted.
- 3.12 A metal water-container for the holding of cut flowers may be fitted in the said container, provided it does not protrude above the turf level.
- 3.13 Such container and any water-container fitted in it shall become the property of the Council at the expiration of the period of Grant of Exclusive Right of Burial in the grave.
- 3.14 A detailed plan of the Lawn Memorial Cemetery is available for inspection at the Cemetery Office, Lewes Road, Brighton. The Regulations of the Borough Cemeteries will also apply to the Lawn Memorial Cemetery, so far as such Regulations are not inconsistent with the foregoing Regulations nor with any other Regulations made by the Council applicable only to the Lawn Memorial Cemetery.

Fig.1.



Jewish Cemetery (Extension)

- 4.1 The Monumental Mason will be responsible for completing a Memorial Permit Application Form in Duplicate. This procedure applies also to temporary markers which may be placed on graves. (see paragraphs 4.7 and 4.23). Both copies of the application form must be sent to the Brighton and Hove Hebrew Congregation who will arrange for the Hebrew wording to be added to the forms. Both copies will be sent to the Cemeteries and Crematorium Office (see paragraph 4.4) and one copy will be returned to the Mason with the Permit (paragraph 4.5) in order that the Mason is advised of the Hebrew characters to be inscribed on the memorial. Masons may add appropriate wording to the Application Form in regard to Consecration if they wish, so that as the Form is processed not only are the Hebrew Characters added but the consecration date may be obtained or confirmed. As a matter of uniformity it is requested that the words "Consecrated date ... " are added on the same line and to the right words "Date of Application". The space to the right of the details of the Monumental Mason must be left blank.
- 4.2 The words "Owner of Exclusive Right of Burial" should be deleted and the form signed by the person giving instructions and appropriate address inserted.
- 4.3 The Memorial Permit Application Form (in duplicate) should be sent to Brighton and Hove Hebrew Congregation, 31 New Church Road, Hove, BN3 4AD.
- 4.4 When the application has been confirmed on behalf of the Congregation (who are registered as owners of the Exclusive Right of Burial in all grave spaces in the extension) it will be sent to the Cemeteries and Crematorium Office.
- 4.5 On receipt of the confirmation form (in duplicate), the application will be subject to the same scrutiny as that which applies to all other Borough Cemeteries, and, if approved, a permit to erect the memorial will be issued to the Monumental Mason concerned with the duplicate copy of the application form now bearing the Hebrew wording.
- 4.6 The fees due for the erection of a memorial will be charged to, and paid by, the Congregation.

- 4.7 The same Table of Fees will apply to the Jewish Cemetery as all other Borough Cemeteries with the exception that no fee will be payable for the placing of a temporary marker on a grave (see paragraph 4.22 below.)
- 4.8 The permit must be handed into the Cemeteries and Crematorium Office for verification before the memorial work is commenced.
- 4.9 All graves will face South and are shown on the plan as 7ft. (2133mm) long with 3ft. 6ins. (1066mm) centres (the overall measurements of the surrounding including kerbing or kerbing with corner post must be 7ft. x 3ft.) (2133mm x 914mm) Adult spaces. Children's graves 4ft 6ins. x 2ft (1371 mm x 609mm).
- 4.10 Each grave will be identified with three letters followed by the grave number. The first letter will be "H" indicating Hebrew Cemetery; the second letter will be the Section (A to H) and the third letter will indicate the row in which the grave is situated with the letter "A" being the South row of each plot nearest the road. The numbering of the graves will be arranged so that the first grave in each Section commences at the West end of the row.
- 4.11 In most cases spaces number 1 in each row will be reserved as a path.
- 4.12 A plan of the site is available for inspection at the Cemeteries and Crematorium Office, Lewes Road, Brighton during Office hours.
- 4.13 A reinforced concrete frame landing will be provided by the Council as each grave is used or reserved.
- 4.14 This landing will be laid at ground level, but Monumental Masons will be responsible for ensuring that it is level and secure before commencing the erection of the memorial.
- 4.15 Sub-kerbs to level the grave must not be more than 1 1/2ins. (38mm) in depth on the highest corner of the ground level within the grave space area.
- 4.16 No memorial which exceeds 2ft. 6ins. (762mm) in height from ground level will be permitted in the cemetery. (Taking into account the general fall in the ground it is expected that this measurement will be taken from the East side of the front kerbing).

- 4.17 For the erection of a small memorial (other than one in association with a kerbing), a foundation stone spanning the width of the grave 3ft. (914mm) and not less than 12ins. (304mm) in breadth must be provided at the head of the grave space. On this foundation it would be permitted to erect any small memorial, to a height not exceeding 2ft. 6ins. (762mm), provided that it is constructed of approved material, that the inscription is properly cut, leaded and/or painted in the approved manner with the grave number provided, in similar style lettering to the inscription, placed on the bottom left hand corner of such tablet or other small memorial.
- 4.18 When a small memorial as referred to in 4.17 above is erected, the remaining area within the frame landing must be turfed all over with a slight mound not protruding above the base on which the headstone is positioned. The work will be carried out by the cemetery grounds maintenance contractors and charged to the Brighton and Hove Hebrew Congregation.
- 4.19 Apart from the concrete frame referred to in paragraph 4.13, all memorials must be constructed of an approved hard natural stone.
- 4.20 The cemetery plan reference and number of each grave must be cut on the memorial in a position visible after the memorial is erected on the grave and must be completed in the same manner as the other inscription on the memorial. These details must be shown on the front West (left) end of the foot kerb or the left-hand side of any other structure.
- 4.21 The name of the supplier will not be permitted on the memorial.
- 4.22 When fixing a memorial the Mason will be responsible for filling with cement to the depth of the landing frame - the gap between the concrete landing on the grave and the adjacent concrete landing of any grave on which a memorial has already been erected.
- 4.23 The placing of a temporary marker, made of material described in paragraph 4.19 above, not exceeding 15ins. (381 mm) x 12ins. (304mm) and not less than 1 1/2ins (38mm) thick bearing the name of the deceased and the grave number may be provided on a grave until the memorial is erected. The wording must be painted in black and the marker laid at the head of the grave within the centre of the concrete frame described in paragraph 4.13 and 4.14 above so that no part of it protrudes above the ground level.

- 4.24 Arrangements for the Consecration of memorial stones must be made with the designated Officer of the Congregation who is required to give the Cemeteries and Crematorium Office at least fourteen days notice of the ceremony. The submission of the Memorial Permit application form to the Congregation need not be delayed because the date of consecration has not been arranged.
- 4.25 The Jewish Cemetery Extension will be, managed and controlled from the Cemeteries and Crematorium Office according to the Policy of the Council and by the agreement between the Council and the Congregation dated 11 August 1977.
- 4.26 The opening and closing times of the extension will be the same as for the already established Jewish Burial Ground from which site access will normally be obtained.
- 4.27 An alternative access road exists from the Borough (Bear Road) Cemetery and Monumental Masons and others will be able to use this entrance by prior arrangement with the Cemeteries Manager.

Lawn Sections

- 5.1 No part of the grave space is to be raised, and is to be kept turfed, except for a strip of ground 2 ft. (609 mm) wide at the head part of the grave space. No memorial or vase or any other article shall be placed on the parts of the grave space reserved for the turf and no turf mounds or kerbing will be permitted.
- 5.2 A flower receptacle, which must be made of natural stone, may be placed at the head end of the grave space; and if a memorial is also placed on the grave, such receptacle shall be regarded as part of the memorial and subject to the conditions applicable thereto.
- 5.3 A memorial which must be made of hard natural stone (with the exception of wooden crosses) may be placed on the grave space. No part of the memorial shall exceed 2ft. 6in. (762mm) wide, X 1ft. 6in. (457mm) deep, X 2ft. 6in. (772mm) high or 3ft. (914mm) in the case of a Cross. On sloping ground this height limit is to be measured from the lowest point of the ground level on which the memorial is erected.
- 5.4 Each memorial stone must be securely fixed to a bearer 12in. (304mm.) greater in each dimension than the corresponding measurements of the ground area covered by the memorial, except in the case of a small vase memorial the foregoing measurements of 12in. (304mm) may be reduced to 9in. (228mm), at the discretion of the Cemeteries Manager.
- 5.5 Such bearer to be of hard stone not less than 1 1/2ins. (38mm) thick or reinforced concrete of the same thickness or of slate not less than 1 in. (25mm) thick.
- 5.6 The bearer must be placed either at ground level or 9in. (228mm) below that level, whichever seems better for the security and stability of the memorial at the discretion of the Cemeteries Manager, and no part of the bearer is to be above ground level.
- 5.7 Non-corrosive metal cramps and dowels only must be used in the construction of stone work.
- 5.8 It is permitted to erect a wooden cross at the head of the grave, the cross should not exceed 1.5 metres in height and 0.5 metres in width. The cross must be of a quality not to cause complaints from adjacent grave owners. If reasonable complaints are received, then the Cemeteries Manager will request the removal of the cross.

- 5.9 The Section Letters and Grave numbers must be cut on all new memorials in a position easily visible after erection.
- 5.10 Each memorial must be erected with the back edge of it positioned on the head line of the grave space.
- 5.11 Such memorials and grave spaces shall also be subject to the Regulations generally applicable to memorials and graves in the Cemetery.
- 5.12 A plan of the Brighton, Hove and Portslade Borough Cemeteries are available for inspection at the Cemeteries and Crematorium Office, Lewes Road, Brighton during Office hours.

Kerb and Vault Sections

- 6.1 For the construction of a vault, the brickwork shall not be less than 9ins. (228 mm) thick with a sufficient covering stone.
- 6.2 The brickwork of the sides of every vault shall not be less than 9ins. (228 mm) thick and brought to within 2ft. (608 mm) of the level of the top of the grave space.
- 6.3 All brickwork in graves shall be executed at the purchaser's expense to the satisfaction of the Council.
- 6.4 Brick graves or vaults shall be opened from the top unless the extra ground required for an entrance has been purchased, or the permission of the Council been obtained to open such grave or vault in any other way. Any surplus soil not required by the Council shall be removed at the expense of the person requiring the grave or vault to be opened.
- 6.5 All kerbs shall be erected level with square joints which shall be cramped and dowelled. Non-corrosive metal cramps and dowels must be used. Concrete beds inside kerbs must be at least 2ins. (50 mm) thick.
- 6.6 All memorials, including underkerbs showing above ground, shall be of hard natural stone. All foundations shall be buried below ground level.
- 6.7 No slabs, pottery ware, iron tablets or other similar articles with or without an inscription shall be placed on any grave, except crosses or wreaths of natural or artificial flowers where the only inscription is on paper or on a card attached to the same, or vases or suitable receptacles containing flowers with or without inscriptions, not exceeding 12ins. square, 12ins. high. (304 mm).
- 6.8 Where kerbstones have been erected on a grave, the earth inside the kerb shall be brought up to the top of the kerb and unless a monument is to be erected upon it, the surface shall be covered with fresh turf or be planted with shrubs, plants or flowers. Such planting shall be subject to the approval of the Council, who reserve to themselves the right to prune, cut down or remove any such shrubs, plants, or flowers which in their opinion may have become unsightly or overgrown.

Lawn Graves - Cremated Remains

- 7.1 Any memorial provided must be made of natural polished granite stone and placed on the grave space with a standard size of 21ins. (533mm) deep x 1ft. (304mm) wide x 4ins. (101mm) at the foot. The top of the memorial will be 6ins. (152mm) x 1ft. (304mm) with a hole drilled for the provision of a flower container.
- 7.2 Each memorial stone must be securely fixed on a bearer 1 1/2ins. (38mm) greater in each dimension than the corresponding measurements of the ground area covered by the memorial.
- 7.3 Such bearer will be of hard stone or reinforced concrete not less than 2ins. (50mm) thick with no part of the bearer to be above ground level.
- 7.4 Every memorial is to be erected at the location as directed by the Cemeteries Manager.
- 7.5 The memorial and grave space shall also be subject to the Regulations generally applicable to memorials and graves in the Brighton, Hove and Portslade Borough Cemeteries.
- 7.6 A plan of the Lawn Graves in the Garden of Remembrance at Woodvale Crematorium and Hove Cemetery are available for inspection at the Cemeteries and Crematorium Office, Lewes Road, Brighton, during Office hours.