

Rules & Regulations for Marlborough Town Cemetery

Procedures following a burial or ashes interment



We would like to take this opportunity to express Marlborough Town Council's sincere condolences on your bereavement. We understand that this is a difficult time for yourself and your family and would like to ask that you take a few minutes to read these regulations.

Our aim is to ensure that the cemetery is a special and respectful area in memory of the loved ones laid to rest there; a peaceful, safe and dignified place for all to visit. We are sure that you will appreciate that cemetery rules and regulations concerning memorials are in place to ensure the cemetery remains this way.

Memorials

New memorials and additional inscriptions to existing memorials require the written approval of the Council.

No memorials are to be installed until at least 6 months after a burial to allow the ground to settle. There is no settlement period for an ashes interment.

All memorials must be fitted by a BRAMM approved fitter and fitted to BS8415 Standards and comply to the NAMM Code of Working Practice.

Stonemasons are permitted to enter the cemetery for work purposes between the hours of 9am and 3pm weekdays, excluding Bank Holidays.

An identification plot number must be inscribed on the back of each memorial.

Flower receptacles may be incorporated into headstones. Flower receptacles and ornaments must be made of resin, frostproof clay or wood. Glass is not permitted due to the risk of breakage, creating safety issues. Where receptacles & ornaments have deteriorated sufficiently to become a safety hazard they will be removed.

It is not permitted to plant perennials, trees or shrubs on a grave space. If they are planted they will be removed.

Kerbstones may be permitted depending on the location of the grave. The dimensions of the kerbstone will be dependent on the location of the grave, and maintenance of the cemetery. A concrete pad will need to be included within the kerbstone set to prevent growth of vegetation.

Materials for kerbstones will need to be natural quarried. Small pebbles & chippings will only be allowed within kerbstones.

Any unauthorised memorials will be removed and costs may be incurred as per Article 14 of The Local Cemeteries Order 1977

All memorials are the sole responsibility of the owner of the Exclusive Right of Burial. They are responsible for ensuring that the memorial is kept in a good, safe condition and the Council cannot accept any liability for repairing damaged or fallen memorials or be held responsible for any damage, theft or vandalism or any other circumstances beyond the control of the Council.

Every care will be taken when the cemetery is being maintained, however, the owner must accept that possible damage to a kerb or headstone may occur. The Council will accept no responsibility for any repair as a consequence of damage.

The Council strongly recommends all grave owners obtain an appropriate insurance to protect the memorial from unforeseen circumstances. www.bridgeinsurance.com/scheme/stoneguard/

The Council will periodically inspect the safety of memorials. Any memorial classified as unsafe will be reported to the grave owner for them to arrange immediate repair. It is therefore important that contact details are kept up to date, and the Council must be informed of any change of address.

Dimension of Memorials

Memorials on full graves not to exceed 68.5cm (2ft 3ins) high, 53cm (1ft 9ins) wide and 7.5cm (3ins) thick with a base measuring no more than 61cm (2ft) wide, 30cm (1ft) back to front and 7.5cm (3ins) thick. Foundations must not exceed 122cm (4ft) wide & 61 cm (2ft) back to front. The overall height not to exceed 76cm (2ft 6ins)

Cremation memorials not to exceed 53cm (1ft 9ins) high, 46cm (1ft 6ins) wide and 7.5cm (3ins) thick with a base measuring no more than 56cm (1ft 10ins) wide, 30cm (1ft) back to front and 7.5cm (3ins) thick. Foundations must not exceed 68.5cm (2ft 3ins) and 61cm (2ft) back to front. The overall height must not exceed 61cm (2ft).

Transfer of Exclusive Right of Burial

In the event of the death of the registered owner, the Exclusive Right of Burial will need to be transferred for a memorial to be installed or an inscription to be added. This can be done by contacting the Council.

Maintenance of the Cemetery

The Council will mow the turfed areas and maintain the surroundings of the cemetery at its own expense but it will not clean or maintain memorials.

The Council reserves the right to operate its own maintenance programme which includes the right of the Council to remove dead flowers from graves where in the opinion of the Groundsman they are unsightly. Wreaths and any other Christmas decorations will be removed by the Groundsman from graves after one month has elapsed from Christmas Day.

To aid cemetery maintenance Marlborough Town Council requires that the placing of flowers on a grave be restricted to the use of a vase placed at the base of the headstone.

No weed killers or chemicals are to be used in the cemetery by the public. The Grounds team may use them at their discretion.

Please be aware that this is a working cemetery and while every effort is made to ensure that disruption to grave spaces and their surrounding area is kept to a minimum sometimes some disturbance is inevitable. Marlborough Town Council will endeavour to right this disturbance as soon as is practically possible.

General Conduct

All dogs must be kept on a lead and any fouling must be cleared up immediately.

You enter Marlborough Town Cemetery at your own risk. The Council will not accept liability for any injury or damage.

Please remain respectful of all users of the cemetery. We request that radios and the playing of music are not played unless it is part of a funeral ceremony.

No person shall wilfully create any disturbance or commit any nuisance in a cemetery (Article 18 The Local Authorities' Cemeteries Order 1977).

Please clear floral tributes once they start to deteriorate. Our groundsmen will clear any tributes that have not been cleared after one month. Bins are available in the cemetery.

A plan of the cemetery is kept at the Council Offices. A register of burials is also held dating back to 1924. If you are searching for specific records you may contact the Council who will search the records on your behalf. For records prior to this date, you will need to contact the Wiltshire & Swindon Archives at the Wiltshire & Swindon History Centre.

Any Rules & Regulations previously in force in respect of the cemetery are hereby superseded. The Council may from time make alterations in the foregoing Rules and Regulations and any Right of interment in a grave will be subject to these Rules and Regulations.

Updated and approved June 2025

Name:

Grave Number:

Signed:

Date:

Marlborough Town Council

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