

# Declaration of Extended Garden Application Form



St. Helens  
Council

Cemetery: .....

Section: ..... Grave Number: .....

## Conditions - Please read all these conditions to have an understanding of your responsibilities

Grave owners may dig out or extend a small garden area at the head of the grave which must not exceed 36" wide x 24" in depth (900mm x 600mm) from the head of the grave. Within the garden area, only small plants or shrubs should be planted that must not reach a height greater than 18" (450mm) on maturity.

Memorial vases for cut flowers will be permitted within the garden area but they must not be made of glass and must not be placed outside the garden area.

The garden area may be edged/enclosed with made for the purpose ornamental edging stones, which must be secured into the ground to prevent any trip hazards. The edgings should be in keeping with the colour of the memorial, and must not be painted in any way which would detract from the aesthetics of the cemetery. Buff colours, terracotta or black would be suitable. The pieces should be proper lengths. The edgings must not be raised above the ground any higher than 4" (100mm) and must be sunk into the ground by a minimum of 2" (50mm) for stability and security. Corner posts of the same design may be used if desired but the edgings must not encroach on any part of any adjacent grave.

Metal/cast iron edging to a maximum height of 12" (300mm) may be used, however, no spikes, protrusions or any sharp ornamentation will be allowed due to the risk of injury.

**The following items are strictly not allowed and will be removed without notice: glass jars and other glass items or any sharp or dangerous objects, wood or plastic edgings or fences, stone chippings of any description and any other items that are considered to compromise safety, restrict maintenance or, in the opinion of the Bereavement Services Manager, are not conducive to the overall appearance of the cemetery.**

Bark chippings, soil and compost placed upon a plastic membrane are the only form of toppings allowed.

Memorial vases, flat tablets, books, blocks and statues not exceeding 18" (450mm) in height and in keeping with the cemetery may be placed within the extended garden area.

Grave owners with approved garden extensions are responsible for maintaining the areas of grass either side of the extension where the Council's mowing machinery cannot access. If this area is not maintained, then grave owners will be asked to remove their garden extension.

Grave owners wishing to apply for a garden extension must seek formal permission from the Bereavement Services Manager and this document must be signed to confirm the agreement.

**There will be many occasions when surrounding graves will have to be prepared for burial. On these occasions, the garden extensions will need to be removed immediately whilst the grave space is prepared for burial and the interment takes place. In such circumstances, you will be requested to temporarily remove the extension at your own expense. If we cannot contact you the cemetery staff will remove any necessary items to allow the burial to proceed and place them in a safe location for collection and reinstatement by yourself.**

Any item that is placed upon the grave space which does not comply with these rules will be removed without notice.

Regular inspections will take place and any extended garden area that becomes unsafe or neglected will be identified and grave owners will be given two weeks notice to remove the extended garden or offending items. If, after the notice period, the items are not removed, then the Bereavement Services Manager will arrange for their removal and place in storage for a period of six months, after which they will be disposed of if arrangements for collection have not been made.

Grave owners are responsible to maintain and top up with soil as required when the extended garden area sinks from time to time.

**You are required to ensure that a current contact address and telephone number is maintained within the Cemetery and Crematorium Office.**

**Please give a description of the extended garden, a sketch drawing may help, and list the items you propose to place within it:**

I, ..... (print name) being the registered grave owner who is responsible for the aforementioned grave space, submit an application for an extended garden as per the above description and hereby agree to abide by the Cemetery and Crematorium Management Rules, April 2005.

Signed: ..... Date: .....

Address: .....

..... Tel: .....

Witnessed by (print name): .....

Signed: ..... Date: .....

Address: .....

..... Tel: .....

**For Office use:**

Extended Garden inspected by ..... Date .....

Approved

Yes

No