



# Cemetery Rules and Regulations: a guide to Bromley's cemeteries

3rd Edition, February 2022

# Introduction

Bromley's Cemeteries Service aims to deliver a professional and caring service. Our priority is to ensure that all funerals are carried out in a dignified manner. We also understand that a funeral is an important part of the grieving process and recognise that each person's needs are different. The Cemeteries Office staff will be more than happy to answer any questions you may have on bereavement, memorials, opening closing times, maintenance of cemeteries grounds, etc.

The Memorial Gardens and grounds at all of the seven cemeteries are open daily, including bank holidays, so that visitors may quietly contemplate, remember and feel at peace with their thoughts.

Idverde have been managing the cemeteries office since January 2008. Please call Idverde Cemeteries Service on: 01689 853617 or visit the London Borough of Bromley's website <http://bromleyparks.co.uk/our-services/cemeteries-memorials/> for further information.

## **Bromley has seven cemeteries;**

- Biggin Hill
- Bromley Hill
- Chislehurst
- London Road
- Plaistow
- St Luke's
- St Mary Cray

This booklet explains in detail the difference between grave types, to help with your choice. We can help you with your arrangements by liaising with your Funeral Directors, giving advice on the type of grave and their availability and discussing any special religious requirements.

All of our cemeteries with the exception of Biggin Hill and St Mary Cray offer a comfortable chapel for your service, all of which have hymn books for those that wish to use them. Should you wish to listen to a special piece of music you can bring your own compact disc to play on the equipment, which is provided.

We know how important it is for people to commemorate those departed. We can offer advice on a number of memorials such as benches. If you decide to erect a memorial on the grave we will offer you guidance on what type is permitted.

At Bromley we do not provide a crematorium service, but some of our cemeteries have memorial gardens for cremated remains where loved ones can be commemorated with a granite/stone plaque.

We understand that if you have suffered a bereavement of a baby or small child, that you may have special requirements. We shall endeavour to accommodate these wherever possible.

**Bromley's seven cemeteries are situated at the following locations:**

### **Biggin Hill Cemetery**

Kingsmead, Biggin Hill, Kent TN16 3UB

Situated in a quiet corner of Biggin Hill, this 5-acre cemetery was originally opened in 1930. The site offers both full memorial and lawn graves.

Grave Space: Please contact the Cemeteries office

- Tributes: memorial benches are permitted.
- Facilities: watering cans and litterbins.

### **Bromley Hill Cemetery**

Bromley Hill, Bromley, Kent BR1 4NA

This 6.5 acre cemetery was originally opened in 1907. The site has a small memorial area for the burial and scattering of cremated remains.

Grave Space: Please contact the Cemeteries office

- Chapel: the chapel stands at the entrance of the cemetery and can seat up to 40 people. It has hymn books for those that wish to use them and facilities for playing CDs.
- Tributes: memorial benches are permitted.
- Facilities: watering cans and litter bins.



## **Chislehurst Cemetery**

Beaverwood Road, Chislehurst, Kent BR7 6HF

The largest of the Bromley Cemeteries, this well established cemetery spreads over 12.5 acres. The site originally opened in 1912. There is a memorial rose garden for the burial and scattering of cremated remains.

Grave Space: Please contact Cemeteries office

- Chapel: the chapel stands at the entrance of the cemetery and can seat up to 40 people. It has hymn books for those that wish to use them and has facilities for playing CDs.
- Facilities: watering cans, litterbins and toilets.

## **London Road Cemetery**

Warner Road, Bromley, Kent BR1 3RR

The oldest of Bromley's cemeteries this 4.8 acre site originally opened in 1877.

Grave Space: Please contact the Cemeteries office

- Chapel: the impressive cemetery chapel can seat up to 40 people. It has hymn books for those that wish to use them and facilities for playing CDs.
- Tributes: memorial benches are permitted.
- Facilities: watering cans and litterbins.

## **Plaistow Cemetery**

Burnt Ash Lane, Bromley, Kent BR1 5AF

Approach through an impressive gatehouse, Plaistow Cemetery covers some 4 acres, and was originally opened in 1893.

Grave Space: Please contact the Cemeteries office

- Chapel: this cemetery chapel can seat up to 40 people. It has hymn books for those that wish to use them and has facilities for playing CDs or cassettes.
- Tributes: memorial benches are permitted.
- Facilities: watering cans and litterbins.

## **St Luke's Cemetery**

Magpie Hall Lane, Bromley, Kent BR2 8ER

St Luke's Cemetery is a 3 acre site, which originally opened in 1894 the site has an impressive Memorial Garden including a Wall of remembrance accommodates burials and scatterings of cremated remains.

This cemetery can accommodate Muslim burials in Lawn area only.

Grave Space: Please contact the Cemeteries office.

- Chapel: the Chapel can seat up to 40 people. It has hymn books for those that wish to use them and has facilities for playing CDs.
- Facilities: watering cans, litterbins and toilets.

## **St Mary Cray Cemetery**

Star Lane, St Mary Cray, Kent BR5 3LN

A 6.5 acre site, which is full of character. Originally opened in 1881, it offers both lawn and full memorial graves. There are over 5500 grave spaces in this cemetery.

Grave Space: Please contact the Cemeteries office

- Tributes: memorial benches are permitted.
- Facilities: watering cans and litterbins.

# **Bromley's Cemeteries office**

We are here to help you, in whatever way we can. If you have any questions or enquiries that you have in connection with any aspects of the Cemeteries Service then please ring, or write to us. A voicemail telephone service is available 24 hours a day. Our email address is: [cemeteriesbromley@idverde.co.uk](mailto:cemeteriesbromley@idverde.co.uk)

## **Cemeteries Office**

idverde, High Elms Country Park,  
Shire Lane, Orpington, Kent BR6 7JH

Tel: 01689 853617

Opening Times:

9.00am to 4.30pm Monday to Thursday

9.00am to 4.15pm Friday

## **Cemeteries**

Bromley's Cemeteries are open every day (including Bank Holidays)

9.00am – 7.00pm summer (April – September)

9.00am – 4.00pm winter (October – March)

# Visitors conduct within Cemeteries

## **Children**

A responsible adult should at all times accompany children 12 years or under visiting the Cemeteries.

## **Dogs, cycles and vehicles**

Dogs (except disability assistance dogs), bicycles or motorised vehicles (except disabled people with an authorised vehicle) are not permitted in any of the Borough's Cemeteries. Only vehicles attending a funeral will be permitted into the Cemetery.

## **Movement of vehicles**

All permitted vehicles shall drive less than 5 miles per hour, keeping strictly to the roads and away from any grass areas.

## **Damage and theft**

It is not permitted to pick or damage flowers and shrubs or steal plants or flower receptacles, or cause any damage or graffiti to memorials, fences, buildings or any other parts of the Cemetery.

## **Firearms**

No person shall discharge firearms in the Cemetery, except where permission has been granted, for a military funeral.

## **Music**

Music shall not be played in the Cemeteries without prior consent.

## **Litter**

We ask that all litter and dead flowers be placed in the recycling bins.

## **Photographs**

Photographs for publication shall not be taken in the Cemetery, without the permission of the Cemeteries office.

## **Responsibility for damage or loss**

The Council will not be responsible for any damage of any kind to gravestones, memorials, tributes or vehicles.

# What your Funeral Director needs to know?

## **Orders of Interments**

Notice of Interment Forms must be accurately completed and delivered to the Cemeteries office during office working hours at least 3 days prior to the proposed interment.

## **Please contact Cemeteries office for further information.**

Three working days notice of any intended interment must in all cases be given to the Cemeteries office. The above period of notice shall be regarded as the minimum under normal circumstances. We reserve the right to require longer notice where conditions or circumstances necessitate.

## **Restrictions of interments**

### **Time of burial**

Our Cemeteries Office can provide a service to enable bookings to take place between the hours of 10am to 3pm Monday to Friday at half-hourly intervals.

Interments may take place on these days in the event of special religious requirements, or in the case of infectious disease, or any similar circumstances, with sufficient notice. We reserve the right to cancel or postpone any interment due to weather conditions or other unforeseen circumstances. In these circumstances the cemetery office will immediately attempt to notify the Funeral Director or family and advise them of the situation, however every reasonable attempt will be made to carry out the burial as soon as possible, but in extreme conditions the funeral may have to be rescheduled for another day.

Sometimes grave digging may have to be abandoned where natural or other causes frustrate the full depth of burial requirements being met. In these situations the Cemeteries office will advise the Funeral Director or family and make available another plot, if available at the same cemetery.



## **Registrar's Certificate and Coroner's Orders**

A Registrar's Certificate or Coroner's Order or a Declaration in the form prescribed by The Births and Deaths Registration Act 1926, (or any enactment in force) must be handed over to the Authorities Representative at the cemetery at the time of interment, for it to take place. For the interment of cremated remains a Certificate must be produced from the Cremation Authority and handed over to the Authority's Representative at the cemetery at the time of the interment, for it to take place.

A resident is anyone who lives in the Borough or actually dies within the Borough boundaries. For Chislehurst Cemetery the definition of a resident also includes inhabitants of the former Urban District Council of Chislehurst and Sidcup up until 1965, which now falls within the London Borough of Bexley.

## **When can burials take place?**

Burials can take place Monday to Friday excluding Bank Holidays. If you have any special requirements then burials may take place on other days subject to sufficient notice. Please talk to your Funeral Director or contact the Cemeteries Office to discuss your special requirements.

## **Can I bury cremated remains in the cemeteries?**

We currently have Memorial Gardens and areas set aside for cremated remains where people can bury urns, caskets, or scatter cremated ashes in Bromley Hill, Chislehurst and St Luke's. Please contact the Cemeteries Office for further information

## **Are all the graves on consecrated ground?**

All of our cemeteries have both consecrated and un-consecrated ground. The Church of England blesses consecrated ground.

## **What different types of graves are available?**

### **Full Memorial and Lawn**

At full memorial sites for an annual fee we can provide a grave maintenance service that plants the grave top (spring and summer bedding) twice a year. We also offer, a keep tidy service for an annual fee where the grave top is kept weed free.

# Helping you make your choice

## **How do I purchase a grave?**

Normally your Funeral Director will help you make the necessary arrangements for purchasing a grave.

Some people may wish to make their own arrangements at the time of the funeral or pre-purchase a grave plot. You can organise this by directly contacting the Cemeteries office who will be happy to advise you.

If you want to select a particular site for a grave, we will arrange for someone to meet with you on site to help you make your choice for a small fee. (Please refer to cemetery fees).

## **How long are the graves purchased for?**

The exclusive right of burial for grave plots is currently sold for 60 years with an option after that time to extend it for a further 40 years. These are known as 'private graves'. Single and double graves are available.

## **Where can graves be Purchased for future use?**

Some people find comfort in easing some of the burden of bereavement for their families by making arrangements for their own funeral in advance. With this in mind, up to three graves can be purchased in advance by any one person. Our staff will be happy to help anyone make their choice of location and type of grave. Please contact the cemeteries office for information on this service.

## **Who can purchase a grave?**

Anyone can purchase a grave space in Bromley's Cemeteries, although non-residents have to pay substantially more.

### **Public**

A public grave (or common grave) is where your right to burial cannot be purchased and the grave remains in total control of the Council. The Council will decide who is to be buried in the grave and this might not be members of the same family. The cost of burial in a public grave is therefore much lower than that of a private grave.

### **Private**

A private grave is where the right of burial can be leased for a period of 60 years, with an option after that time to extend it for 40 years. Please note this period of 60 years is from the point of purchase and not from the burial date. Only the owner of the right of burial can decide who will be buried in the grave, subject to appropriate burial fees and memorial permits.

## **How much will it cost me?**

Please request current price list or visit the Bromley Parks website  
<http://bromleyparks.co.uk/our-services/cemeteries-memorials/>

## **Can memorials be placed on graves?**

### **Public**

No memorial rights exist on public graves and so no headstone or other memorial can be placed on public graves.

### **Private**

Memorials can only be placed on private graves. Commemorating those departed can help the bereaved person remember a loved one. For information please see the latter part of the booklet.

## **What do I need to do to have a memorial erected on a grave?**

Headstones can only be erected on a grave at least nine months after interment, when the ground has become settled. The Cemeteries Service does not provide a masonry service, so you will need to contact a stonemason or undertaker to commission the work. There are restrictions on the size and material of Headstones, and you should ensure that the Cemeteries Service approves these and any proposed inscription before work commences. The Cemeteries office can provide details of BRAMM accredited stonemasons.

## **What memorials are available for cremated remains?**

Some of our cemeteries have formal Memorial gardens available for the burial or scattering of cremated remains. These burial plots are granted for a 60 year period with an option of a further 40 years extension on expiry. Each plot can hold up to two burials. For those people that desire a memorial, a stone tablet can be placed on the plot.

## **What Other Forms Of Memorial Are Available?**

### **Memorial Benches**

Hardwood memorial benches with an engraved plaque are available for purchase as a dedication in various cemeteries. As there is only a limited amount of space available for memorial benches

### **Wall of Remembrance**

We offer memorial plaques to be placed on the Wall of Remembrance in St. Luke's Cemetery only

## Digging and Opening of Graves

Written authority is required from the registered owner of a private grave for it to be opened, for interment purposes, or failing this, such other authority as the Council may require.

All graves shall be excavated by contractors appointed by the Council, at the expense of the registered owner of the Exclusive Right of Burial. The removal of a memorial at the time of interment, and the subsequent replacement, shall be the sole responsibility of the Funeral Director, or other persons appointed. Should an exhumation be required, it may take place at a time specified by the Council, at the agreed contract cost plus the appropriate officer attendance and administration fee, but only after legal and/or other authority has been obtained in writing.

### Definition of Parishioner

The term Parishioner means, for the purpose of **Right of Burial** at Parishioner charges:

- a) A person who lived in the London Borough of Bromley at the time of death – regardless of any previous borough boundary changes; or
- b) A person who actually dies within the Borough's Boundaries; or
- c) A person acting on behalf of a deceased parishioner of the London Borough of Bromley can purchase a grave on behalf for the sole use of the deceased person.
- d) A person who in the opinion of the authority has displayed evidence of being a Parishioner by:
  - i) Council Tax/Rate Bill
  - ii) Electoral Role
  - iii) Bank statement.

#### *Note*

*A grave space may be purchased by a Parishioner (at parishioner's fees) for the burial of a non-parishioner. However, the interment fees will be charged at non-parishioner fees.*

The term "Parishioner" means, for **Interments** at Parishioners charges:

**Parishioners as above; or**

- a) A person, who, although living outside the Borough was prior to removal a parishioner in the Borough at the time when the exclusive right of burial was purchased, and the deceased is the purchaser, parent, child or partner of the purchaser regardless of any boundary charges, or
- b) Residents of the Borough who have moved into a Nursing Home or Nursing Hospital which is outside the borough, prior to their death.
- c) A person having moved out of borough within the previous twelve months and was formally a long time resident in the borough (minimum 10 years) and can display evidence as prescribed above.
- d) The term" parishioner shall in the case of the cemetery at Beaverwood Road, Chislehurst, include inhabitants of the former Urban District Council of Chislehurst and Sidcup up until 1965, which now falls within the London Borough of Bexley.

**Selection and ownership of graves**

The exclusive right of burial is granted initially for a period of 60 years from date of purchase. After 60 years you have the option to extend for further 40 years.

An option exists to continue the grant at the expiration of that period for a further period of 40 years, on the payment of such fees as may from time to time be fixed by the Council. Please contact Cemeteries Office.

Purchasers of exclusive right of burial in private graves may select the grave location subject to the availability and discretion of the council and its agents and payment of the selection fee.

You will not be allowed to hold at any one time, the exclusive right of burial in more than three spaces.

Graves cannot be registered in the name of an Funeral Director or firm of Funeral Directors, or a Partner, Director or employee of such firm, unless satisfactory evidence is submitted to the Council that the grave is required for use by the applicant as a private individual and not for the purposes of business.

Grave owners have a duty to inform the Cemeteries Officer of any change of address.



### **Transfer of ownership**

On the transfer of the ownership of the exclusive right of burial in a grave space, such transfer must be registered with the Cemeteries Office and such evidence of title (for example, probate) must be produced at the Cemeteries Office as required. A Transfer of Ownership fee will be payable.

### **Attendance of minister**

If a minister is required, arrangements should be made through your Funeral Director.

### **Duration of service in the chapel**

The duration of a service or ceremony in the Chapel is usually 20 minutes, but a longer period can be agreed in advance if required.

### **Genealogical Searches**

As many of our Cemeteries are over 100 years old, a wealth of information is contained in our records for those people interested in family history. For a fee we will carry out searches on your behalf. Please contact the Cemeteries Office for further details.

# Information concerning memorials and what your stone mason needs to know

Three working days' notice must be given to the cemeteries office prior to any memorial work being carried out and this includes fixing a new memorial.

Public Graves (where the Right of Burial has not been purchased)

Please note that memorials and headstones are only permitted in natural stone, granite or marble type-colours.

## **Public Grave**

Memorials, gravestones or tablets will not be permitted upon graves in which the exclusive right of burial has not been purchased. A public grave (or common grave) is where your right to burial cannot be purchased and the grave remains in total control of the Council. The Council will decide who is to be buried in the grave and this might not be members of the same family. No memorial rights exist on public graves and so no headstone or other memorial can be erected. The cost of burial in this type of grave is therefore much lower than that of a private grave.

And the Council reserve the right to remove any artefacts that may cause offence or redeem to be a possible danger to the public.

## **Private Grave**

A private grave is where the right of burial can be purchased for a period of 60 years, with an option after that time to extend it for 40 years. The owner of the right of burial can decide who will be buried in the grave, subject to appropriate burial fees and memorial permits. Before any memorial may be erected, or any inscription added (or renovations, or additions, or alterations, or any other work carried out to an existing memorial) an application must be submitted for approval. This shall be on the appropriate form supplied by the Council, and must be accompanied by the written authority of the owner. In the case of the erection of a new memorial, an application must be accompanied by a drawing of the proposed memorial, giving detailed dimensions and specifying the class of stone, marble or granite to be used, and the exact inscription proposed. The Council may refuse permission for any memorial or inscription, which could be considered distasteful/offensive.

Work on memorials may only be carried out at the Cemetery, when a permit has been issued.

The section and grave number must be inscribed at the back of the headstone in the top right hand corner. On a full memorial, the section and grave number should be inscribed at the front right hand corner of the kerb.

In Bromley Cemeteries there are three types of memorials; a full memorial grave, a lawn section grave and the Memorial Garden for the interment of ashes. On the day of the funeral, flowers and wreaths will be placed upon the grave in which the burial takes place and may remain there for 10-15 days only, after which time they may be removed by the cemetery staff.

A minimum of 9 months should be allowed for settlement after the interment has taken place and during the appropriate season, and subject to weather or suitable ground conditions, the Council will lay turf over the entire area of the grave. No person other than the appointed Cemeteries contractor shall interfere with or alter the grass area of the grave.

The maintenance of the grass area will be carried out so far as is practicable by the Council at no additional cost to the owner of the grave.

In all incidents purchasers are strongly recommended to read the following regulations regarding the lawn section.

## **Full Memorial Area**

### **Landings**

All kerbstones and memorials on private graves must be fixed on an reinforced concrete landing of approved manufacture, not less than 102mm (4") in thickness. As approved by BRAMM Accredited Memorial Masons.

### ***Dimensions of Memorials***

These apply only to private graves and those where full memorials are permitted. The requirements for headstones and tablets in lawn sections are shown in the respective section of this booklet.

If you purchase a grave in the full memorial section of the cemetery, the memorial may comprise of extensive stone works. This may include headstone, a footstone and

surrounding plinths or 'kerbing.' A full memorial must be the specified width and length, that is:

**FULL MEMORIALS** must be of the following dimensions and fixed onto 102mm (4") landing. All kerbstones and memorials on private graves must be fixed on either a hard York stone landing, or a reinforced concrete landing of approved manufacture not less than 102mm (4") thickness. Monuments must not exceed 1829mm (6') in height and 762mm (2'6") in width.

Single space 1981mm x 762mm (6'6" x 2'6") Double space 1981mm x 1981mm (6'6" x 6'6") Kerbstones must be not less than 76mm (3") thickness and 152mm (6") in height above ground level. Built up kerbing is not permitted. Kerbs and posts must be properly dowelled and grooves cut for adequate drainage.

If a grave owner does not wish to have a full memorial, a headstone or a horizontal memorial tablet will be permitted.

### **Headstones**

Headstones must not exceed 914mm (3') in height above ground level. No headstone may be greater in width than the grave space or less than 76mm (3") thick.

Headstones must be securely fixed onto the kerbs by means of dowels and cement in accordance with accepted National Association of Memorial Masons (NAMM) working practices.

The whole area can be planted as you wish with the exception of trees, conifers, shrubs and roses.

For these memorials, for an annual fee we can provide a grave maintenance service that plants the grave top out twice a year with spring and summer bedding we also provide a keep tidy and weed free service.

### **Chippings and Paving**

Stone, marble, chippings, or paving are not allowed unless enclosed by kerbing.

### **Installing Memorials**

All masons must be in possession of a valid permit from the Council giving authority to undertake works to memorials. All stone work must be prepared ready for fixing before entering the Cemetery and all work in the Cemetery must be completed in accordance with NAMM approved guidelines.

Persons engaged on work on memorials must take all necessary steps to protect the surrounding turf and adjacent memorials. The mason will be held liable for any damage caused, and will after any work, clean and remove all dirt and rubbish from the site and will reinstate any area of damage resulting from their actions. All arising's must be removed on the same day from the site when erecting the headstone.

The Council reserve the right of passage over graves and the right to cover, move, reaffix, align or alter the position of any memorial as circumstances may require, in order facilitating burials.

### **Hours of Work**

Masons and other persons and their servants will not be admitted into the Cemeteries before 10h00 and they must leave by 15h00 Monday to Friday. No masons, other contractors or their servants or materials will be admitted into, or work allowed to be carried out at the Cemeteries on Saturdays, Sundays, Christmas Day, Good Friday or Bank or Public Holidays. Work must cease whilst burials take place in the vicinity.

### **Weather and Conditions**

The Council shall allow Monumental Masons to proceed with work on a day to

Day until such works is competed, except during unsuitable weather or whilst the ground is in an unfit state, when no work upon memorials will be allowed. The person responsible for the work must remove all surplus materials remaining after the completion of any works immediately by the person responsible.

### **Vehicles**

No vehicle with stone, brick or other materials or plants may remain within the Cemeteries longer than is reasonably necessary for loading or unloading, and must not travel or park on grass areas.

### **Soliciting Orders**

Soliciting Orders within the Cemeteries for the erection or repair of memorials or for other work connected with graves is not permitted.

Only memorials must be of hard natural stone, and of construction approved by the Council and Cemeteries office.

## **Maintenance of Memorials**

The owners of graves must keep any memorials erected in proper repair and in a clean condition. The Council reserve the right to remove any memorial or tribute including those in glass cases that are considered by the Council to be unsafe, or are in a state of disrepair.

The Council has a duty of care for the stability and safety of cemetery memorials. The authority has a policy of undertaking mechanical testing of all memorials on a regular basis. Any memorial found to be unsafe would be either laid flat or cordoned off for safety. The Council will endeavour to contact the grave owner from records held in the Cemetery Office, and where the owners have notified the authority of the change of address.

Many people choose to erect a memorial stone, with the name and details of the departed, along with private words or a poem. To undertake the work you will need to contact a stonemason or undertaker. The Cemeteries Office can supply a list of suitable Memorial Masons.

Before your mason begins work the Cemeteries Office must approve the design and wording and we will always attempt to meet your requirements. Rules are necessary to ensure that it will not become a hazard in future years, through unsuitable design, and that the sentiments, whilst personal, convey your message in a suitable dignified way. To avoid disappointment, it is important that you discuss your requirements with us at the earliest opportunity. We will also be happy to advise you of the various permit charges for the erection of stone memorials. Precise details regarding size, suitable inscriptions and other design details can be found in the guidance notes section.



## **Lawn Cemeteries**

### **(Headstones only are permitted)**

The cultivation of a grave area to be used as a garden will not be permit (2'6" x 6'6") (1981mm x 762mm). The planting of bulbs, annual floral bedding, and ground cover plants are not permitted on lawn graves.

Lanterns, lights, wind chimes, edging bricks, logs, earth mounds, plastic or other railings, tiles or similar or any other item which may cause distress or offence in the opinion of the Council are forbidden.

Wooden or other crosses may be retained, if they are secured up at the rear of the headstone. Where children or young people (one year to 30 years of age) are buried, the grave owner may use the entire grave plot for the placing of any ornamentation artefacts or other mementos as the family see fit; which does not cause offence. Such permission will be granted for a period of up to 10 years following an interment or at the discretion of the Council.

Memorials in lawn sections must be of hard natural or granite of approved design and of solid construction, and may take the form of a headstone, book, plaque or a cross standing on a matching stone base flush with the surrounding turf level. The headstone, book and cross must be within the following dimensions:

914mm (3') in height, 610mm (2') in width and must conform to a thickness of 76mm (3").

The base shall be 762mm (2'6") long and 457mm (1'6") wide and 76mm (3") thick, rectangular or with the front gently curving within the standard dimensions. The headstone shall be 76mm (3") from the back of the base and leaving 76mm (3") at each side. At the front of the headstone and within the area of the base, up to three sunken flower containers may be bored, but not closer than 76mm (3") at any point to the edge of the base or alternatively a vase in shape of a block (must be the same material and colour as headstone and base) may be allowed at each corner of the headstone, but must be fixed onto the base. Vases or flower containers must not be placed on the turf area.

## **Baby Graves**

A smaller headstone would be allowed. The base of the headstone must be 24" (610mm) x 12" (305mm) x 3" (76mm)

Plaques must be 2'0" (610mm) x 18" (380mm) x 3" (76mm). The method of fixing and the position of all memorials shall be carried out in accordance with NAMM working practices.

All headstones must be fixed in line with the existing headstones in the same row. Special headstone design may apply where babies and young people are concerned these should be discussed with the Cemeteries Office.

Whilst we do not encourage angled headstones, we will not refuse an application, however there is a potential for damage and the responsibility must remain with the grave owner.

The purchase price includes levelling of the grave, turfing and maintenance of the grass, in line with the rest of the Cemetery.

## **Memorials for Cremated Remains**

### **Interment of Ashes**

There are special memorial areas for the burial of cremated remains in Bromley Hill, Chislehurst and St Luke's Cemetery, please contact Cemeteries Office for further details.

The exclusive right of burial for cremated remains in caskets or urns will be granted for a period of 60 years, with an option of a further 40 years on the payment of such fees as may be fixed by the Council at any time.

Stone tablets only can be placed within the area. These should be:

610mm (2') x 305mm (1') x 76mm (3") and only one tablet will be permitted to each plot, and will be sunk so that the upper surface is flush with the turf level.

Up to 2 sunken flower containers will be permitted in the top left and top right hand corner of the tablet.

No other flower containers, pot plants, plastic or artificial flowers/plants/grass, windmill, and wind chimes of any description will be permitted to be placed on any part of this section. No additional plantings will be permitted.

We will remove flowers and floral tributes past their best in order to keep the area tidy.

The grave number must be inscribed on the bottom right hand corner of the tablet.

# Aftercare arrangements

To ensure that loved ones' graves are cared for after the burial and in the future is an important aspect of an ongoing memorial. In addition to the general upkeep of the cemetery lawns, gardens and shrubberies that is undertaken by the Cemeteries Service, you are encouraged to maintain the grave you have purchased.

To help you in this task, water points and watering cans are provided at all sites, and bins for old fading floral tributes and wreaths are always readily accessible.

# Useful Information

## **Coroners Office (All Bromley Area)**

Bromley Civic Centre, Stockwell Close, Bromley BR1 3UH

Tel: 0208 313 1883

## **The Beckenham Crematorium**

Elmer's End Road, Beckenham BR3 4TD

Tel: 020 8650 0322/9290

Fax: 020 8663 3242

## **National Association of Funeral Directors**

618 Warwick Road, Solihull, West Midlands B91 1AA

Tel: 0121 711 1343

## **Registration of Births Deaths and Marriages**

Bromley Civic Centre, Stockwell Close, Bromley BR1 3UH

Tel: 020 8313 4666

## **The Compassionate Friends**

<http://www.tcf.org.uk>

## **Bromley Community Bereavement Service**

Mary Mills, Church House, 61 College Road, Bromley BR1 3QG

Tel: 020 8290 6293

## **Beckenham Bereavement Support Service**

25 Village Way, Beckenham BR3 3NA

Tel: 020 8650 6313

## **Lullaby Trust –Bereavement Support Line**

11 Belgrave Road, London SW1V 1RB

Tel: 08088026868 / [www.lullabytrust.org.uk](http://www.lullabytrust.org.uk) / [support@lullabytrust.org.uk](mailto:support@lullabytrust.org.uk)

Monday to Friday 10am to 6pm  
Weekends and bank holidays 6pm to 10pm

**SANDS (Stillbirth and Neonatal Death Society)**

28 Portland Place, London W1N 4DA

Tel: 020 7436 5881 / [www.uk-sands.org](http://www.uk-sands.org)

**Support for bereaved parents by bereaved parents**

53 North Street, Bristol

Tel: 0117 953 9639

Helpline 08451232304

Opening times 10am to 4pm 7pm to 10pm all year.