



IMPORTANT INFORMATION CONCERNING INTERMENT

The interment of a loved one is an emotional and sensitive occasion, and our priority is that your needs are met. You can contact us via e-mail, letter or telephone or if you would prefer to speak to someone in person please visit the cemetery offices located at the main entrance off Swansea Road.

The Interment Application Form that your funeral director will ask you to complete gives the Burial Authority all the information necessary to prepare a grave or cremated remains plot to meet your needs.

Use of an existing grave must be first verified by establishing the available depth and the status of the Exclusive Rights of Burial or grave ownership.

The minimum depth the Authority is permitted to bury is laid down in a Statutory Act, The Local Authority's Cemeteries Order 1977.

If a memorial has been erected on a grave the owner of the Exclusive Rights of Burial is responsible for arranging its removal by a registered memorial mason before the grave can be excavated. The grave owner is also responsible for arranging the re instatement of a memorial after the funeral.

Exclusive Rights of Burial gives the purchaser(s) burial rights over that grave space for the period the rights are in force. Presently for new graves the Burial Authority issues rights for 30 or 50 years. Prior to April 2005 burial rights existed for 99 years. The purchaser does not own the land, the Burial Authority remains the owner and may maintain the land

as it sees fit as per the provisions laid down in The Local Authority's Cemeteries Order 1977.

Purchase of the exclusive rights also gives the owner the right to erect and maintain a memorial on the grave as per the cemetery regulations.

The cemetery can accommodate burial without the purchase of exclusive rights. However in such instances the grave is not provided for the sole use of the deceased or their next of kin and memorials or grave markers of any kind are not permitted on the grave. The Burial Authority has the right to bury other unrelated persons within the grave space.

Deed of Grant for Exclusive Rights of Burial:

Whenever the Burial Rights for a new grave or cremated remains plot has been purchased or transferred, a Deed document is issued to the person(s) named as the owner(s). This is usually the next of kin (husband/wife/partner) and possibly another close family member (adult children).

The Deed must be produced whenever the grave or plot is to be re-opened. We would recommend that this document be kept in a safe place, perhaps with other legal documentation such as property Title Deeds or Wills. No duplicates will be issued. It is also important for grave owners to notify the cemetery of any change of address.

If the grave owner(s) is alive, they must sign the Interment Request form to give permission for the grave to be re-opened.

If the owner is the deceased, he or she has the right to be buried within the grave space he or she owned, even if there are other owners still alive. A surviving grave owner or next of kin or any appropriate representative of the deceased will be required to sign the Interment Request form.

If the last remaining owner is deceased the details of the new owner or owners wishing to claim their right to ownership should be declared on the Interment Request form at this time. The Burial Authority will write to the claimant requesting further information in support of their claim

regarding the transfer of the ownership into their name. More than one person can claim joint ownership, however the Authority requests that if possible one person is elected as the lead contact.

The transfer process will require sight of appropriate legal documents such as a Proven Will (Probate) or Letters of Administration. Values or property details are not required and can be omitted / masked from the documents. Only the details regarding the names of the executors or beneficiaries are required. Sight of a passport or driving licence to ascertain personal identification will also be required.

If the deceased died without leaving a Will, or the estate is of insufficient value to be subject to Probate, a process of Statutory Declaration can be used to name the next of kin who wishes to be recorded as the successor in title to the Rights of the grave.

If they exist, certain documentary evidence will also be required in support of a Statutory Declaration. Cemetery staff will be pleased to provide further information and guidance and can provide the relative Statutory Declaration document free of charge. A Statutory Declaration is required to be sworn under oath in the presence of a Commissioner for Oaths.

A solicitor or legal representative will be able to provide more detailed guidance on this matter.

In England and Wales a Commissioner for Oaths is a person appointed by the Lord Chancellor with power to administer oaths. All practicing solicitors have these powers but must not use them in proceedings in which they are acting for any of the parties or in which they have an interest.

A Commissioner for Oaths can include:

- Notary Public
- Solicitor
- Barrister
- Legal Executive
- Licensed Conveyancer

Lawn Grave:

New Lawn graves are excavated to accommodate up to three burials. Depth to accommodate a third burial must be requested at the time the initial interment is arranged and is only possible if the geology of the plot is suitable. An additional fee is charged by the Burial Authority for excavating graves to accommodate three burials.

It is not a stipulation that a memorial has to be erected on a lawn grave, however only lawn type memorials are permitted to be installed in the designated area at the head of the grave. Wooden crosses or grave markers are also permitted. However these are classified as temporary markers. Temporary markers must also adhere to the cemetery regulations and must be correctly and safely installed. Temporary markers that are incorrectly installed or have not been maintained may be removed without prior notice

Traditional Grave:

The same conditions apply to grave depth and selection thereof as a lawn grave, however it is permitted to install a traditional or full set memorial structure on a traditional grave plot.

New traditional grave spaces are available in Section 10 only. It is a requirement of burial in Section 10 that a traditional memorial set covering the whole grave area is installed within 12 months of the interment. Lawn type memorials are not permitted in Section 10.

Traditional grave spaces can also be maintained on existing graves within older areas of the cemetery that were not originally designated solely a lawn grave area or remembrance garden. Grave owners have the choice to erect lawn type memorials in these older areas if they wish.

Woodland Grave:

Llanelli District Cemetery offers burial options in a Woodland area where individual single depth graves are located in clearings amongst mature Pine trees. A neighbouring plot can also be reserved.

Before choosing natural burial it is essential to decide what the priorities are for you, your family and the deceased. The Natural areas will not be managed in the same style as conventional burial areas, so personal priorities should be carefully considered before selecting burial in these areas as regulations concerning permitted memorialisation and ground management policies will be strictly enforced at all times.

Burial and scattering of cremated remains is also offered in the Natural areas.

Soil Settlement:

After an interment has taken place the grave is backfilled by cemetery staff and the ground left with a small mound to accommodate ongoing settlement. Approximately six months later the grave will be levelled with top soil and seeded. It may be necessary for cemetery staff to top up the grave space at any time in the future, settlement can continue for many years, therefore it may be necessary to re-level a grave at any time. If required, this work will take place without prior notice. If you have any concerns regarding a particular grave space please contact the cemetery office.

Temporary Marker:

Following an interment in a new grave, the Authority places a temporary wooden marker. The marker will remain in place for a twelve month period or until it is replaced by a permanent memorial. Temporary markers are not provided for cremation plots.

Cremated Remains Plot, Vaults, Remembrance Gardens:

These plots are for the interment of cremated remains. Interment can be arranged in earthen plots or within above ground vaults. Please contact cemetery staff regarding the maximum number of caskets a plot can accommodate.

Only small memorial headstones or tablets are permitted in remembrance gardens. If larger memorials are required then two adjacent plots can be purchased. The two plots must be purchased at

the same time as the availability of a neighbouring plot cannot be guaranteed at a later date.

As the plots are located close to each other please respect the neighbouring plots when placing floral or memorial tributes.

Interment of cremated remains is also possible within lawn or traditional graves where larger memorials are permitted.

Burial or scattering of cremated remains anywhere in the cemetery grounds without the appropriate permission from the burial authority is strictly prohibited.

For the safety of visitors and staff and to ensure a high standard of maintenance, items such as kerbs, fences, chippings, vases, solar lights etc are not permitted on lawn or cremation section graves. Planting of trees or shrubs is not allowed on any grave space.

Placing of glass or china items is prohibited for obvious safety reasons.

Unauthorised memorials or mementoes of any kind deemed likely to impede cemetery maintenance, or could pose a danger to machinery, cemetery staff or members of the public can be removed without notice.

Memorials:

The Burial Authority only permits memorials in accordance with its rules and regulations. Please see documents “**Important Information Concerning Memorials**” and “**Cemetery Regulations**” for further details.

