



Calstock Parish Council

Tamar Valley Centre, Cemetery Road, Drakewalls, PL18 9FE

Clerk: Clare Bullimore, Tel: 01822 748847 email: clerk@calstockparishcouncil.gov.uk

Safety in Burial Grounds Policy

Calstock Parish Council – Statement of Intent

The Council has a duty of care to ensure burial grounds are safe for visitors, staff, volunteers and contractors and to ensure compliance with legislation including the Health and Safety at Work Act 1974.

The term 'burial ground' will be used for cemeteries and churchyards and memorial gardens.

The term 'memorial' refers to headstones, tablets, kerbstones, ledger stones and vaults.

Adopted: 10-02-2026

Burial Ground Safety Policy

The Council has a duty of care to ensure burial grounds are safe for visitors, staff, volunteers and contractors.

All memorials and graves must adhere to British Standard BS8415. The installation of and repairs to memorials must be carried out by memorial masons registered with British Register of Accredited Memorial Masons (BRAMM).

The Parish Council will request a formal inspection, by accredited memorial masons, of burial grounds at least every 5 years and to make safe any memorial or graves.

In the event of a memorial being deemed unsafe, reasonable effort will be made by council staff to make contact with the family.

In the event of a family not being traced or being unable to rectify the issue, the Parish Council will contract accredited memorial masons to make the grave safe, in line with the Health, Safety and Welfare Regulations Act 1992. Remedial action may result in:

- a headstone to be laid flat,
- kerbstones removed,
- the filling in of a hard surface grave
- temporary cordons or safety tape to be placed on or around a grave that is unsafe.

Any remedial work undertaken at the council's expense, may not restore the grave to its original design due to the financial burden placed on the Council. Family members who have been traced will be made aware of this.

Staff will alert an accredited memorial mason to a grave which they identify as being a hazard and the above measures may be put in place at any time regardless of whether a formal inspection is underway.

The Clerk of the Council will be responsible for ensuring records of any remedial measures taken on a grave or memorial are kept up to date.

Please see draft letter to families and follow up draft for non-responders below



Calstock Parish Council

Miss Clare Bullimore, Clerk to the Council
Tamar Valley Centre, Cemetery Road, Drakewalls, PL18 9FE
01822 748847
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Date

Ref: Grave of [name of deceased], Albaston/Calstock Cemetery

Dear [Title/Name]

A part of our routine safety inspections, we have identified the above [grave/headstone/memorial] as requiring remedial attention. For the purposes of this correspondence the term 'memorial' will be used to describe the grave, headstone, kerbstone, tablet or any other features on your loved one's plot.

These inspections are carried out to ensure the safety of all visitors, staff and contractors and to maintain the overall condition of the burial ground. During the recent assessment the memorial was found to be **[brief description]** which means it does not currently meet the required safety standards.

As the applicant for the memorial/interment of **[name]** we kindly ask that you contact a NAMM- registered memorial mason to arrange the necessary repairs. Please ensure that this work is completed – or contracted - within 30 days from the date of this letter. We have placed temporary signage and hazard warnings around the grave for safety purposes.

Should you be unable to arrange the required work, or we do not hear from you by **[date]**, the Parish Council will need to undertake the work to ensure compliance with health and safety standards. Please be aware that the memorial may not be restored to its original design due to the financial burden placed on the council.

Please do not hesitate to contact us should you need to discuss this and we appreciate your co-operation in helping us maintain a safe and respectful environment for all who visit the burial ground.

Thank you for your understanding.

Yours sincerely,

Miss Clare Bullimore
Clerk



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Date

Ref: Grave of [name of deceased], Albaston/Calstock Cemetery

Dear [Title/Name]

I wrote to you on [date] regarding the condition of the above grave which was identified during routine safety inspections as requiring remedial attention. As we have not yet received a response this letter serves as a follow up reminder.

The memorial remains [brief description of issue] meaning it does not meet the required safety standards and temporary signage and hazard warnings are still placed around the grave.

The Parish Council shall undertake the work ourselves if we have not heard from you by [date: 14 days after the date of this letter]. This may mean that the grave is not restored to its original design.

We understand that this may be a sensitive matter so please do contact us as a matter of urgency if you have any questions or concerns.

Yours sincerely,

Miss Clare Bullimore
Clerk