

RUSHWORTH PUBLIC CEMETERY TRUST - POLICY ON MEMORIALS

GENERAL

The process for establishing a memorial is documented on the attached sheet, which forms part of this policy and should be read in conjunction with it.

Key points –

- No monuments are to be erected in the cemetery grounds without the permission of the Trust.
- Applications must be submitted on the prescribed application form and accompanied by the required documentation. Forms can be obtained from the Trust or monumental masons.
- Applicant will be the holder of the right of interment (ROI) or will have the written approval of the holder of the ROI.
- The trust considers applications within 45 days of receipt, and can accept or reject the application based on the policy criteria listed below.
- After an application is approved and the gazetted fees paid for establishing a memorial, work can commence
- Ongoing maintenance is the responsibility of the holder of the ROI.

LAWN CEMETERY

- All memorials will be of a standard format i.e. concrete base and memorial plaque of the same size and shape as the existing memorials in the lawn section.
- Specifications – Concrete Base 32 x 42 cm; max height 16 cm/Plaque 38 x 22 cm.
- No receptacles made of any material – glass, plastic, ceramic etc - are to be used for flowers etc. Flowers are only to be placed in the niche which forms part of the memorial.
- The trust reserves the right to remove any items that do not comply with this policy.
- Larger floral tributes on graves are permitted for the first calendar month after interment.

MONUMENTAL SECTION

Monuments must be in keeping with the general nature of existing monuments in the Rushworth cemetery and in keeping with the nature and character of the cemetery e.g. large mausoleum style monuments are unlikely to be approved.

- Size – monuments must not extend beyond the size of the plot and should be of restricted height (< 2 metres).
- Permanence – monuments must be of a permanent nature e.g. wooden monuments are generally discouraged.
- Safety – monuments must not be unsafe or potentially dangerous to cemetery visitors.
- Colours – monuments should be constructed predominantly of neutrally-coloured materials.
- Surrounds – monuments should be constructed in a manner that allows ease of maintenance for the immediate surrounds of the grave by cemetery staff and volunteers.
- Where the holder of the ROI cannot be contacted e.g. old graves, the Trust reserves the right to complete repairs and maintenance as required.

MEMORIAL WALL

- A standard sized plaque may be placed over the niche.
- A small receptacle for holding a floral tribute is permissible