

CEMETERIES RULES & REGULATIONS



Chingford Mount Cemetery, 121 Old Church Road, Chingford, London E4 6ST



Queens Road Cemetery, Queens Road, Walthamstow, London E17 8QP

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1. Introduction to the Rules and Regulations

All Local Authority managed cemeteries are subject to standards and conditions known as Cemetery Rules and Regulations. These are designed to inform all cemetery users of the aspects of the management of the cemeteries and the reasonable requirements applicable to them.

The regulations include the statutory requirements contained within the Local Government Act 1972, the Local Authorities Cemeteries Order 1977 (LACO) and the Health and Safety at Work Act together with any other relevant legislation that governs this service.

The following cemeteries are covered by these regulations:

- **Chingford Mount Cemetery, 121 Old Church Road, Chingford, London E4 6ST**
- **Queens Road Cemetery, Queens Road, Walthamstow, London E17 8QP**

The London Borough of Waltham Forest Council reserves the right to make alterations in or additions to these Rules and Regulations.

Interpretation of terms

Throughout these Rules and Regulations:

“**The Council**” means the London Borough of Waltham Forest.

“**The Cemetery**” means the services provided and maintained by the cemetery staff based at Chingford Mount Cemetery on behalf of the London Borough of Waltham Forest.

“**Private Grave**” means any earthen grave, where the Exclusive Right of Burial has been granted.

“**Public Grave**” means any earthen grave, where the Council has not granted the Exclusive Right of Burial.

“**Memorials**” means all memorials that are authorised to be permitted within the cemeteries.

All enquiries should be made to the office staff at Chingford Mount Cemetery.

2. Cemetery Office location

Chingford Mount Cemetery

121 Old Church Road

Chingford

London E4 6ST

Tel: 020 8524 5030

Email: cemeteries@walthamforest.gov.uk

An answer phone service is available if calls cannot be answered personally. As staff attend each burial, and are often with families, there may be occasions when the office is not staffed.

3. Cemetery Opening hours

Chingford Mount Cemetery Office opening hours:

- Monday to Thursday - 9.30am to 3.00pm - (Closed 12:00pm – 1:00pm for lunch)
- Friday - 9.30am – 12.00 pm - Open PM for funeral services and appointments only
 - (Closed for general enquires)

Occasionally it may be necessary at times to shut the office during the day due to funerals taking place or circumstances beyond our control. If this is necessary appropriate notices will be displayed advising visitors of this.

Please note that Queens Road, Walthamstow Cemetery is un-staffed and all enquiries are to be made via the office at Chingford Mount Cemetery.

Chingford Mount Cemetery & Queens Road Cemetery Grounds opening hours:

	Weekdays and Saturdays	Sundays
January	7.30am - 4.00pm	10.00am - 4.00pm
February	7.30am - 4.00pm	10.00am - 4.00pm
March	7.30am - 4.00pm	10.00am - 4.00pm
April	7.30am - 7.30pm	10.00am - 6.00pm
May	7.30am - 7.30pm	10.00am - 6.00pm
June	7.30am - 7.30pm	10.00am - 6.00pm
July	7.30am - 7.30pm	10.00am - 6.00pm
August	7.30am - 7.30pm	10.00am - 6.00pm
September	7.30am - 7.30pm	10.00am - 6.00pm
October	7.30am - 4.00pm	10.00am - 4.00pm
November	7.30am - 4.00pm	10.00am - 4.00pm
December	7.30am - 4.00pm	10.00am - 4.00pm

Christmas Day & Boxing Day - Normal opening times.

As the gates will be locked at the times stated in order to secure the cemetery, all visitors and their vehicles are asked to leave the cemetery in good time. No person is permitted to be in the cemetery outside the published opening hours.

It may be necessary at times to lock the gates earlier than stated due to circumstances beyond our control. If this is necessary appropriate notices will be displayed advising visitors of this.

The Council reserves the right to limit public entry or to close the cemeteries at any time.

4. Purchase of new private graves

The deceased must have been a permanent resident of and living in the London Borough of Waltham Forest at the date of death, therefore a Council Tax Bill from the current financial year or confirmation of electoral roll registration must be submitted with the Interment Form. If these are unavailable, the following documents will be accepted:

- Recent Utilities Bill issued in the last 3 months, i.e. gas, electricity, water or landline telephone.
- Recent Bank Statement or Building Society Statement issued in the last 3 months.
- UK Driving licence.
- Television licence stating address and applicant's name.
- Credit Card Statement issued in the last 3 months.
- Pay Slip – where employer's and employee's addresses are stated.

The Cemetery Manager's decision is final.

New graves available at Chingford Mount Cemetery include:

- Lawn graves permitted with a headstone and an area of 18" (45cm) x 30" (75cm) permitted at the head of the grave for the placement of a memorial, flower vases or plants.
- Traditional graves with a headstone and a full-length granite or marble memorial permitted.
- Burial Chambers which feature two separate compartments with a centre horizontal concrete shelf (or divider) for two coffin or casket interments.
- Cremated remains garden plots which accommodate up to two cremated remains and are provided with a granite tablet and inscription.
- Half-plots for cremated remains which are in areas not suitable for coffin burials but allow the use of a full headstone only. Kerb sets are not permitted.

5. Allocation of grave spaces

New graves will be allocated in strict rotation and are not available for selection. The choosing of the position of a new grave space is managed by the cemetery office. Burials will only be allowed in designated areas previously laid out for burial.

The Council does not accept requests for the advance purchase of any type of grave space. This is to ensure availability of the service for those that need the graves now and not later.

6. Interments

There are allocated times available for the booking of burials. These are:

Monday to Friday – 11:30am / 1:30pm

All requests for interment shall be made in the first instance to the cemetery office at Chingford Mount Cemetery.

All written applications must be submitted on the prescribed form of Notice of Interment to Chingford Mount Cemetery at least **3 working days** prior to the appointed time of the interment, signed by the holder of the Exclusive Right of Burial (if applicable) and accompanied by the appropriate fee for interment.

Payments can be made electronically via the Cemeteries page of the LBWF Website, via BACS or by Cheque made payable to LBWF. Cheque payments must be made in full to the cemetery office not less than **3 working days** prior to any interment. Cash payments are not accepted.

The Council shall not be responsible for any discrepancies, errors or omissions in any notice of interment.

Any form of religious service may be used, but any other ceremony is subject to the approval of the Council. Alternatively, the coffin may be committed without a service.

No funeral can take place without a "Certificate for Burial or Cremation" (Green Form) or the "Coroners Order for Burial". The appropriate documentation must be provided to the cemetery office before the interment can take place. Failure to provide the necessary documentation will result in the delay of the burial until the certificate is produced and **no interment will take place unless the certificate for burial or cremation is available.**

The cemetery representative will check the coffin plaque details against the appropriate certificate produced for disposal to ensure correctness.

In the case of interment of cremated remains (ashes), the "Certificate of Cremation" is required for burial purposes. This is provided by the crematorium where the funeral took place.

No interment will be permitted unless the body of the deceased person is contained in a degradable coffin considered suitable for burial. Suitable coffins are normally constructed of a solid wood or wood composite material. **Metal coffins are not allowed except in concrete burial chambers.**

No body or cremated remains (ashes) may be removed from a grave without the production of a letter of consent from the Secretary of State, or the ecclesiastical faculty and/or Justice of the Peace. A formal letter of consent or licence for exhumation is required by law. Original documents will be required for this purpose.

7. Burial excavation procedures

All grave spaces are excavated by trained cemetery personnel. No grave shall be dug or excavated by any other person unless appointed by the Council.

The final dressing of the grave space will normally be completed one hour before the cortege is expected to arrive.

Adjacent grave spaces affected by the interment will be fully reinstated to their original appearance after the interment has been completed.

The Council reserves the right to delay or re-schedule a funeral if any part of the burial area or excavated grave becomes unstable or dangerous due to severe weather or other naturally occurring instances or acts of God.

8. Grave reinstatement

After an interment has taken place, the grave will continue to settle for approximately 12 -14 months or longer depending upon soil/weather conditions. During this time cemetery operatives will level the grave with topsoil as and when required to maintain a constant level conducive with the surrounding area.

Graves can settle unexpectedly during this period due to prolonged rainfall or extreme weather conditions. If this happens arrangements will be made to level the grave as soon as possible.

9. Burial Chambers

The burial chambers are located on the North Road of Chingford Mount Cemetery. All have been purchased and there are no plans to offer new chambers at present. For those already in place, they feature two separate compartments with a centre horizontal concrete shelf (or divider) for two coffin or casket interments. The chambers facilitate below ground burials without the need to cover coffins or caskets with soil. All coffins and caskets being interred into these burial chambers must be hermetically sealed so as to prevent the escape of fluids and odour. Such coffins and caskets can be zinc lined. Metal coffins and caskets are also acceptable for interment into these Vaults.

The chambers are offered to families with a 50 year lease term which can be extended beyond this period with the payment of an additional lease fee. All family burial chambers are sold on the understanding that a full-length traditional memorial will be installed within 3 months of the first burial in the chamber.

The burial chambers will accept coffin or caskets up to following maximum size dimensions:

- Lower Burial Chamber: 82" (or 6`10") in length and 30" (or 2`6") in width, and 20" (or 1`8") in height.
- Upper Burial Chamber: 84" (or 7`0") in length and 34" (or 2`10") in width, and 20" (or 1`8") in height.

The burial chambers allow for the placing of a full-length traditional memorial and kerb-set on top of the grave and the maximum permissible dimensions are given below:

- Headstone Memorial: 48" (or 4`0") in height and 42" (or 3`6") in width.*
- Full Length Kerb Set: 6" in height. Total length INCLUSIVE of headstone 8'. *

Headstone thickness will be dependent upon design.

* Above sizes are for guidance purposes only. It is recommended that Memorial Masons measure and survey each job before ordering and commencing work.

Interment of Ashes containers and caskets in Burial Chambers can only be interred in the burial chamber at the same time as a coffin/casket interment. This is because each chamber is fully sealed following burial and cannot then be re-opened later for interment of ashes.

10. Interment of cremated remains

The burial of cremated remains is allowed in new private graves or existing grave spaces in the cemeteries.

Cremated remains (ashes) will be interred in caskets or other approved containers in conventional graves or graves set aside especially for cremated remains.

Where a further full coffined burial is required, the cremated remains casket will be positioned to a sufficient depth to ensure that the casket is not disturbed in any way in the future.

11. Cremated Remains Garden Plots at Chingford Mount Cemetery

1. The cremated remains plots will be for two sets of ashes only
2. The ashes will be poured into the grave and the container or casket will be returned to the grave owner or disposed of as required.
3. No personal items or grave adornments are to be placed outside of the area on the Granite tablet above the deceased dedications.
4. No personal or grave adornments are to be placed outside of, or around the perimeter of the grave frame. If found, these will be immediately removed.
5. Each grave plot will be identified by a small index number at the bottom right corner of the Granite tablet
6. The inscriptions on the Granite tablet will be in either a white or silver text colour.
7. Stone flowerpot holders, plaques or books must not exceed 6" in height and must be made of a matching Granite, Marble or stone material. Any inscriptions on stone flowerpot holders, plaques or

books must be in gold or silver text. The provision of Stone flowerpot holders, plaques or books must be agreed with the cemetery office.

8. No helium balloons are to be affixed to the grave.
9. There is a hole for a single flower flute at the head of each grave plot for the grave owner or family visitors to place real or silk flowers.
10. Free standing grave adornments or figures may be placed on the Granite tablet in the area above the deceased dedications provided that they do not exceed 6" in height.

12. Scattering of cremated remains

Chingford Mount Cemetery and Queens Road Cemetery in Walthamstow have no designated or specific area for the scattering of cremated remains. All cremated remains will be interred (buried) and will not be scattered.

13. Removal of floral arrangements

The Cemetery reserves the right to remove all funeral flowers and oasis displays when they become unsightly.

The Cemetery reserves the right to remove any shrubs, plants or flowers at any time when, in its opinion, the same have become unsightly or overgrown, or have been planted in an area outside of the designated grave area without permission.

All Christmas wreathes will be removed by cemetery personnel after the Christmas period, ie by the end of February.

14. Exclusive Right of Burial

Upon the expiry date of the grave deed the ownership of the grave space will revert to the Council if the family or owner of the Exclusive Right of Burial has expressed no desire to extend the grant period. However, families will have the option of extending this grant for a further period of time with an additional payment of a fee.

On the purchase of a private grave space, the Council will provide a document entitled "Exclusive Right of Burial" to the purchaser. This document is proof of ownership.

15. Transfer of Exclusive Right of Burial

The grave owner (whilst living) may transfer the Exclusive Right of Burial in a grave space, subject to the proper notice of such transfer being given to the Council. The appropriate transfer form can be obtained from the cemetery office and will need to be completed by both parties before being signed and witnessed in the

presence of a solicitor or magistrate. The form should then be sent or taken to the cemetery office with the appropriate fee. The Council will then register the transfer and endorse a note on the grant.

No grave in which the Exclusive Right of Burial has been purchased shall be opened without the signature of the owner or his/her next of kin or assignees.

In the event of the death of the original grave owner, the person claiming the ownership rights must first obtain legal letters of administration or notice of probate from a magistrate's court before formal transfer of ownership with the Council can be arranged. There will be no exception to this.

The formal transfer must take place before funeral arrangements are made to reopen the grave space or approval granted on any proposed memorial work.

When buying a grave, it is important to understand what you are actually buying is the Exclusive Rights of Burial in a grave for a specified period of time. You are not buying the grave freehold: it is more like purchasing a lease. The London Borough of Waltham Forest retains ownership of the land at all times.

You have the right to:

- be buried in the grave or plot if space is available (includes cremated remains);
- authorise further burials in the grave where space is available or for the interment of cremated remains;
- place an inscribed memorial on the grave or give permission for an additional inscription to be added.

A grave owner is responsible for:

- ensuring the memorial is in a safe condition and pay for any repairs required.

Burial Law (Local Authorities Cemeteries Order 1977) states that no burial may take place in a grave and no memorial may be placed on a grave without the written permission of the grave owner during the period of the Exclusive Rights, excluding the burial of the grave owner. The Exclusive Rights may be renewed for a further term towards the end of the lease.

The Council's Statutory Registers contain the details of the registered grave owners. It is important that grave owners keep safe their Deed of Grant as this is a legal document containing the grave details. The Council issues this document when the grave is first purchased and it should be produced for each burial. Possession of the Deed does not in itself signify ownership of the grave.

A situation often arises where registered owner(s) are deceased and other family members want to arrange a further burial to take place in the grave, or for an additional inscription to be placed on the memorial. In order for the burial or memorial request to proceed the exclusive right of burial needs to be transferred to the person(s) entitled to the rights.

How to Transfer grave ownership

The grave owner can assign the Exclusive Rights of Burial, during their lifetime, to another individual on completion of an Assignment of Rights of Burial form.

The procedure for establishing grave ownership when the original owner has died depends upon whether there is a will.

Deceased owner left a valid will

If the deceased grave owner has made a valid will and left an estate of sufficient value to require the Grant of Probate, ownership of the grave can be transferred by the executor. The executor must produce a sealed copy of the Grant of Probate and complete an Assent of Executor or Administrator form.

If the estate is not of sufficient value to obtain a Grant of Probate, ownership may be transferred by the executor named in the will by Statutory Declaration and the production of the will. It is the executor's responsibility to identify the correct person for the transfer of ownership.

Grant of letters of administration have been obtained

If there is no will, or the will is not valid, and the estate is of sufficient value as to require a Grant of Letters of Administration, ownership of the grave can be transferred to the personal representative of the deceased. The applicant must produce a sealed copy of the Grant of Letters of Administration Form. It is then the administrator's responsibility to identify the correct person for transfer of ownership and assent the transfer by completing an Assent of Executor or Administrator form.

Deceased owner dies intestate

If there are no Executors or Letters of Administration have not been granted, the rules of intestacy apply as laid down in the Administration of Estate Act 1925. The applicant for transfer of ownership should complete a Statutory Declaration. Statutory Declarations are legal documents and must be signed in the presence of a Magistrate or Commissioner for Oaths. The Statutory Declaration should clearly set out the facts regarding the original purchase of the Exclusive Rights of Burial, the death of the registered owner, intestate or otherwise and the relationship of the applicant to the registered owner. The original Deed of Grant and a certified copy of the owner's death certificate should accompany the Declaration. Where the Deed has been lost, suitable wording should be incorporated within the declaration to the effect. It is essential that the written agreement of all the next of kin of the deceased owner to the transfer of ownership should also be obtained and attached to the Declaration.

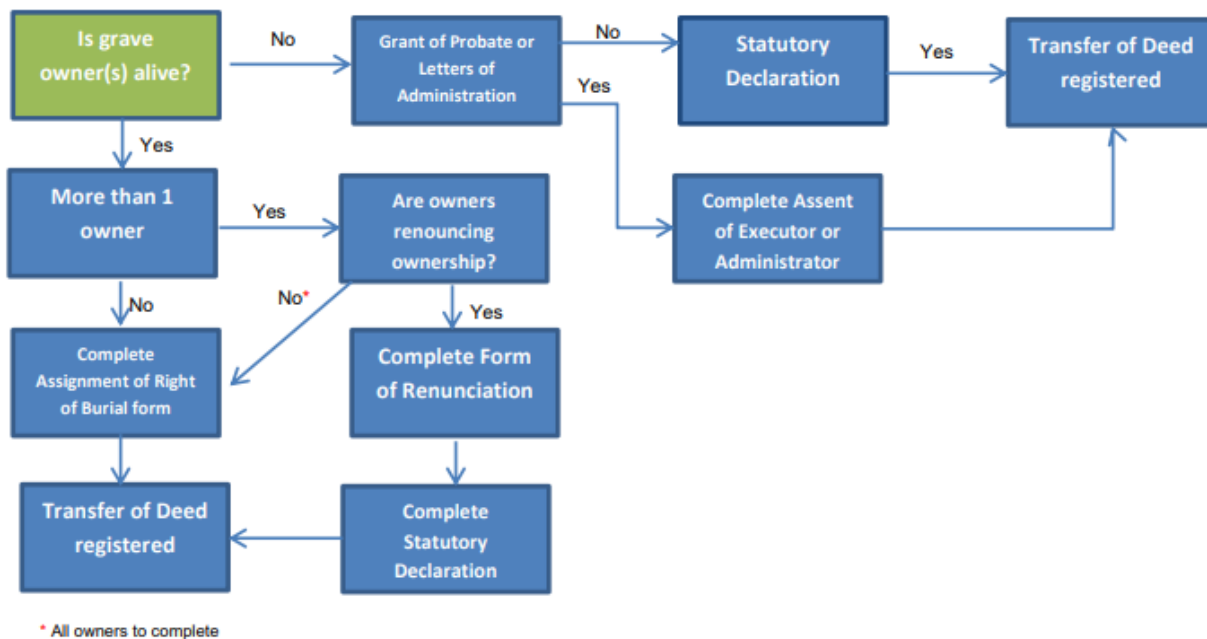
Family disputes

Where a family dispute results in a stalemate and relevant consents are withheld, the ownership cannot be transferred, and no further burials will be allowed. The various next of kin reaching an agreement between themselves can only resolve this.

Renunciation - what does this mean?

Renunciation is when a registered owner or someone entitled to the Burial Rights does not wish to retain their 'rights'. A renunciation form needs to be completed and is available from the Cemetery office.

Transferring grave deed ownership



Forms of transferring deeds ownership

Form of Assignment

Used by a living owner to transfer or change the ownership of the exclusive Rights of Burial i.e. to transfer to new owner or add an additional owner.

Grant of Probate

Granted to the executor(s) of a Will once a document has been proven in Court. To be legally acceptable we can only accept sight of a "SEALED" Grant; i.e. it must bear the embossed seal of the court.

Letters of Administration

When a deceased person dies intestate then the next of kin can apply to the Courts to be made Administrator of the estate. An Administrator receives the same powers to administer the estate of the deceased as an executor.

Form of Assent of Executor or Administrator

The form used to transfer ownership from an executor or administrator after ownership has been transferred into their name by production of Probate or Letters of Administration.

Statutory Declaration

The form used to transfer ownership from a deceased owner when no official documents have been issued. Declarations can be either based on a Will that did not go to probate, claiming ownership by the executor or by the Next of Kin if the deceased left no will.

Form of Renunciation

Used together with a Statutory Declaration when grave is being claimed by more than one person i.e. the deceased may have three children and next-of-kin, and one or more of those children wishes to give up their Rights to the ownership.

Certificates

All certificates supplied with transfer applications must be originals or certified copies.

16. Memorials

There is no obligation to erect a memorial on a grave and the Council do not appoint or nominate contractors to provide or erect memorials. The right to erect a memorial rests with the Exclusive Right of Burial deed holder.

The cemetery will charge a permit fee for permission to erect any memorial (i.e. headstone, kerbing, vase, plate, plaque or book, bench) and for adding inscriptions to memorials.

The name, address and signature of the person placing the order for the memorial work to be undertaken must be the owner of the Exclusive Right of Burial. No other signature will be accepted.

If the owner of the Exclusive Right of Burial is deceased, the applicant must make an application to transfer the exclusive rights or, on production of proof of identity, make application as the Legal Personal Representative for the deceased.

Application for the approval to place a new memorial or kerb set in a cemetery, alter or add any inscription, or replace, add to or remove from the cemetery any memorial or kerb set, must be submitted to the Council on the appropriate Memorial Application Form provided by the Chingford Mount Cemetery office.

A memorial may only be erected on a grave space within the cemetery subject to obtaining the Council's permission and upon payment of the appropriate permit fee.

Drawings of all proposed memorials with particulars of materials to be used and inscriptions shall be submitted on the appropriate form to the Council. The Council reserves the right to refuse permission for a memorial to be placed in the cemetery when the inscription is deemed to be unsuitable.

Anyone erecting a monument or kerb set or who undertakes any memorial work within a cemetery not in compliance with these regulations will be required to remove the said memorial or kerb set and pay all costs involved.

Any unauthorised memorial or tombstone will be removed by the Council in accordance with article 14 of the Local Authorities' Cemetery Order 1977 (LACO) and shall be at the expense of the grave owner or their personal representative.

The erection of a memorial on a public grave will be subject to the discretion of the Council. As there is no right to erect a memorial on a public/common grave, such a memorial does not in itself confer any rights and remains at the jurisdiction of the Council.

17. Memorial specifications

Within the lawned areas only the Cemetery provides rows of concrete plinths to allow for the immediate installation of a headstone. The graves are in rows back to back.

Temporary memorials, in the set form of a wooden cross, can be erected providing they do not exceed 3' (0.9M) in height above the ground.

Memorials that the Council deem as inappropriate for the cemetery will not be allowed. Please forward details of design and dimensions for approval before manufacturing any memorial. The cemetery reserves the right to approve or decline the installation of any memorial.

Memorials must conform to the Council's specifications. Memorial sizes must not exceed those given below:

Headstone of a traditional design – marble or granite to measure:

- For Lawn Graves* – Maximum height including granite/marble base = 36" (90cm).
- For Traditional (Full Out) Graves* – Maximum height including granite/marble surround = 39" (99cm)
- Width 2' 6" (75cm) maximum.
- Thickness of headstone Minimum 3" (7.5cm) to Maximum 4" (10cm).

*Further and more detailed dimensions available on request.

Vase - marble or granite to measure:

- 8" x 8" x 8" (20cm x 20cm x 20cm) mandatory.
- Maximum 2 allowed per grave.

Kerbs - marble or granite.

- Kerbs must not exceed 3" (7.5cm) high and must be erected on a concrete frame or concrete slab base not exceeding 18" (45cm) x 30" (75cm)
- Kerbs must be erected within the allowed 18" (45cm) x 30" (75cm) area at the head of the grave.
- Kerbs, where installed, can be filled with soil, stone chippings or covered by a plate of marble or granite. **No items are permitted outside the kerb area.**

Books / Plaques / Plates - marble or granite.

- Must not exceed 15" (37.5cm) in height and 30" (75cm) in width.

No other adornments such as raised or sunken footstones, solar lights, flags or any other similar items as determined by the Council are allowed.

The Council reserves the right to refuse the installation or exclude or remove from the cemetery any memorial not executed in a workmanlike manner or from sound materials, or which in the opinion of the Council disfigure the cemetery or offend public decency. The cemetery manager's decision is final.

18. Maintenance of memorials

The Council reserves the right to:

- remove a memorial headstone from a grave to allow for adjacent graves to be excavated.
- lay flat or make safe any memorial headstone that has been identified as unsafe and/or likely to cause injury.
- remove any memorial or bench that has become or is likely to become dangerous or which is in a derelict or unsightly condition. The Council will take all reasonable steps to contact the grave owner before taking such action.

The Council will not be responsible for any damage/theft or vandalism or any other circumstances beyond the control of the Council.

All memorials shall be kept in good repair by the owners, and in the event of any memorial falling into disrepair and the necessary repairs not being carried out **within 3 months after notice from the Council**, the memorial may be removed by the Council subject and in accordance with the provisions of Schedule 3 to the Local Authorities' Cemetery Order 1977 (LACO)

The Council recommends grave owners to obtain an appropriate insurance to protect the memorial from unforeseen circumstances where possible.

The Council inspects memorials in accordance with Health and Safety regulations. If memorials are found to be dangerous the Council will act to make safe, for instance, by laying a headstone flat on the ground or removing a bench. Cemetery Sections are inspected at set recommended intervals of 5 years or sooner if deemed necessary. Inspections last took place in 2019, and are scheduled to be completed by July 2024.

19. Benches

No memorial benches are to be installed at the cemetery without the permission of both the cemetery office and the registered grave owner. All benches and other memorials are subject to a permit and must be authorised by the cemetery office before installation, otherwise they will not be permitted and will be removed and placed in a safe storage area for collection for a limited time.

Only good quality weatherproof polywood benches with a carved dedication and permit will be accepted. These are available via the Cemetery Office. Existing hardwood benches may remain so long as they are safe and in good condition. The Council accept no responsibility for the condition and/or upkeep of benches. Softwood, self-assembly or DIY benches will not be permitted and if found, staff will remove to a safe storage area for collection and removal by the grave owner.

20. Cemetery Registers and Plans of the Burial Grounds

The Registers of all burials and plans of Chingford Mount and Walthamstow Queens Road cemeteries are kept at Chingford Mount Cemetery. As soon as is reasonably practicable, all details relating to a burial are recorded within the registers held at Chingford Mount Cemetery.

Registers of all burials and plans of the cemetery grounds are kept at the cemetery office. Copies of certified entries or searches for information contained within the registers can be requested by completion of an appropriate form and the payment of a fee. Staff will then undertake the search and provide the applicant with all details (where found) within 10 working days where practicable. The information can be provided by phone, email or by the making of an appointment at Chingford Mount Cemetery.

Regrettably it is not possible for searches for graves, or any requests regarding locations of graves to be undertaken without an appointment. A charge will be levied for the Council for providing photocopies of entries from any register.

21. Conduct within the cemeteries

All vehicles should not exceed the speed limit of 10mph and must obey any instructions given to them by an officer of the Council. Please park carefully, particularly if there is a funeral in progress. Neither the Council nor any of its employees can accept responsibility for the loss of or damage to any vehicle or its contents whilst within the Cemetery.

All visitors are asked to keep to the footpaths and driveways attending a grave and, generally, respect the Cemetery at all times. In particular, visitors are requested not to pull or cut shrubs or flowers growing within the Cemetery or to interfere with any grave or memorial.

To respect the needs of the needs of others, visitors are asked not to wilfully create any disturbance in the Cemetery or behave in a way that may be a nuisance to others. In particular, the playing of games and sports is not permitted.

The Council reserves the right to exclude any person from the Cemetery.

Children under the age of 14 are not normally permitted in the Cemetery unless they are under the care and control of a responsible person.

We welcome enquiries irrespective of race or religion. Wherever possible we will strive to accommodate any specific requirements. However, on occasions this may not be possible.

Chingford Mount and Walthamstow Queens Road Cemeteries are controlled by Public Spaces Protection Orders – Anti-social Behaviour, Crime and Policing Act 2014 S.59

This Order Prohibits:

- Failing to cease consuming alcohol or surrender any unsealed containers of alcohol which are reasonably believed to contain alcohol, when required to do so by an Authorised Officer in order to prevent public nuisance, anti-social behaviour or disorder;
- Begging in an aggressive or intimidating manner;
- Behaving in a manner which is likely to cause harassment, alarm or distress;
- Urinating, defecating, spitting or littering in a public place; and

- Parking or otherwise causing a motor vehicle to stop on zigzag marking outside school premises during operative hours.

Enforcement can be undertaken by council officers or persons delegated by the council and police officers.

Further information can be found at:

www.walthamforest.gov.uk

FAILURE TO COMPLY IS AN OFFENCE CARRYING A MAXIMUM FINE OF £1000 OR A £100 FIXED PENALTY NOTICE

22. Allowance of dogs in the cemeteries

Dogs on leashes (or leads) are permitted in the cemetery grounds but are not permitted to be walked along grave rows or footpaths. Owners are expected to clear any dog fouling from paths and grassed areas and dispose in one of the waste bins in the cemetery grounds.

23. Filming

Filming or recording within the cemetery boundary comes under the jurisdiction of the London Borough of Waltham Forest. All filming in the borough is coordinated through our LBWF Film Office. Filming is not permitted unless agreed by the Film Office. The Council reserves the right to charge a fee for filming and recording within Chingford Mount or Queens Road, Walthamstow, Cemeteries. Enquiries and requests for permission to film in the Cemeteries can be made via letter or email to;

The Film Office
Unit 2, 7-13 Cotton's Gardens
London
E2 8DN
0207 2471244
website: www.filmoffice.co.uk
email: info@filmoffice.co.uk

24. Fees and charges

Fees for all cemetery services will be determined by the Council annually to take effect from 1st April each year and are available upon request from Chingford Mount Cemetery. The Council reserves the right to revise these fees and charges.

25. Miscellaneous

To avoid accidents and to retain a well-maintained appearance, damaged/broken or discarded items found on all burial areas will be removed and disposed of.

The Council reserves the right to remove, cut down or prune any plant or shrub if it becomes neglected, unsightly or overgrown, covers a grave inscription or when it is necessary to enable the grave, or surrounding graves, to be used again.

Employees of the Council are not permitted to request or receive gratuities.

The foregoing Rules and Regulations will come into operation on and as from 16th May 2024. All previous Rules and Regulations previously made by the Council are hereby superseded.

The Council reserves the right from time to time to make alterations, additions or amendments to these Rules and Regulation, and the fees and charges specified herein. These rules and regulations will be reviewed at least once per year.