
DIOCESE OF THE MURRAY

REGULATION FOR CEMETERIES 2018

APPROVED DOCUMENTS

The list of approved documents is:

- Lease document—to be printed on acid free legal blue paper.
- Lost Licence Declaration
- Surrender of Burial Rights
- Transfer of Licence Declaration
- Confirmation of Burial Detail.

These documents have been issued to all Regional Curators. Further copies are available from the Registry.

The Lease Documents must be printed on legal blue acid free paper with black type and bound and finished with a hard cover. A further identical numbered copy of the lease document can be made by copying the lease document, which should remain in your files for identification of graves or interment sites, if your lease book is lost or destroyed. The Regional curator will ensure that all cemetery documents are kept in good order and up to date. All cemetery records not required are to be sent to the State Archivist (Mortlock Library). In case the lease book is lost or destroyed an identical numbered copy of each lease document must be made and these copies must be kept on file in a place separate from the lease book.

Each cemetery is required to have a ground plan showing name, row and grave number, each person or persons buried or where ashes have been placed. This plan is to be kept in a safe and secure place. Attention is drawn to the Local Government (Cemetery) Regulations 1995 or any subsequent Regulation.

CHARGES

These charges are the minimum set throughout the Diocese. The Diocesan curator or the regional curator has the **right** and **authority to waive** any part or parts of **charges**.

Graves:	(a) Single depth	\$1,000.00
	(b) Double Plot	\$2,000.00

Reopening Fee: After 3 years \$200.00

Ashes Interment:

(a) Single	\$350.00
(b) Double	\$600.00

Grave/Ashes Niche Plates cost plus 20%

Masons Fee:

(a) New work \$200.00

(b) Additional work \$100.00

Curator's Fee – to be charged once: \$500.00

Non-Residents Fees: Shall not apply

GST

Cemeteries use the Parish ABN or the ABN of the Diocese and do not register in their own right. GST is not charged on leases and no input credits can be claimed for Cemetery purchases.

LEASE TENURE

Graves 50 years. A lease may be renewed for 25 years at the current cost of a lease at the time of renewal. Existing leases for 99 years cannot be changed, but renewal is to be for 25 years and then at the current price.

Ashes 50 years. A lease may be renewed for 25 years at the current cost of a lease at the time of renewal. If ashes are to be placed into an existing grave, the curator has the authority to see how this is effected.

The Bishop has ruled that all ashes received from the crematorium/or the undertaker must be removed from the container and placed in the earth.

CURATOR

There will be a Diocesan Curator who is the legal curator for all Cemeteries in the Diocese. This person is appointed by the Diocesan Council at the first meeting of the Council after the first Synod of each Triennium for a three-year term unless otherwise determined by the Diocesan Council. Each Cemetery will have a regional curator who will report to the Diocesan Curator and also follow the duties listed below.

FINANCIAL STATEMENTS

The regional cemetery curator is to provide an audited statement of income and expenditure to the Diocesan Curator at the end of each Diocesan financial year, together with a report on the cemetery. Both of these documents are to be **tabled** for information only at each annual vestry meeting, it should be noted that the accounts of the cemetery do not form part of the parish accounts nor is the income deemed to be parish income.

MONUMENTS & MEMORIALS

Before proceeding to place any monument or memorial on a grave, you must receive and approve the application from the monumental mason (copy of the application form enclosed) together with the appropriate fee (as shown on the enclosed Diocesan memorial masons' regulations).

Each cemetery curator is to advise the Diocesan Curator of the regulations for their cemetery. Please copy the approved regulations, using your own cemetery name etc.

CURATOR'S DUTIES & NOTES

- The regional curator is appointed by the Diocesan Curator to whom he is responsible, on the advice of the Parish Priest or the Bishop of The Murray. There should also be an assistant curator.
- Each curator should endeavour to have an assistant to act, when the curator is sick or is on holidays.
- The regional curator is responsible for the safe keeping of all cemetery records — reports, accounts etc.
- The regional curator is not responsible for ordering, conducting and directing forms of service for burial/interment; this is the sole responsibility of the officiating minister. If the regional curator needs to communicate any practical or safety matters it is always via the officiating minister.
- If the deceased is not Anglican, so long as there is an association with the Anglican Church e.g. wife, husband or family, the request for burial or interment of ashes is allowed. Only the parish priest or the Bishop of The Murray can authorize other persons to officiate at the burial or at an interment of ashes, but the officiant must be either an ordained person or hold a special and specific licence from the Bishop to conduct funerals.
- Register of Regional Curators. Names, addresses, and telephone numbers of all curators are to be held by the Diocesan Curator and at the Diocesan Registry.
- The regional curator will ensure that the cemetery grounds are kept neat and tidy at all times.
- Under the local Government Act 1995 (Cemeteries) amended in 2000 it is the responsibility of all cemetery authorities to check the name plate on all coffins prior to burial within the cemetery.
- The curator should be familiar with the Local Government Act (Cemetery) 1995 amended in 2000 or any subsequent amended Act and comply with this Act at all times.

TERMS & CONDITIONS OF CEMETERIES IN THE DIOCESE

PLOTS (9 x4'6"): 50 year tenure with right to renew for additional periods of 25 years

ASHES INTERREMNT: 50 year tenure with rights to renew for additional periods of 25 years.

1. No person shall officiate at a burial/interment other than an authorised member of the Anglican Church of Australia, who shall use the Anglican Church Services, — unless otherwise approved and directed by the Parish Priest or the Bishop of The Murray.
2. The lessee of any ground shall not place upon such ground any monument or other erection, until the design and inscription proposed have been approved by the Curator. The maximum height of any monument or erection shall not exceed 76 centimetres (2' 6"). It should be noted by lessees that ornate figures often attract vandals.
3. Imitation flowers of plastic, metal, porcelain, or any other material are not permitted without the express permission of the curator. They attract vandalism and are easily stolen and damaged.
4. The Curator does not accept responsibility for any lettering on monuments or other erections, or for the fabric on any ground. (Monuments, erections, coverings, foundations, railings etc.)
5. The lessee of any ground is required to keep it tidy and free from weeds. No plant, tree or seeds are to be planted without the express permission of the Curator. The Curator will keep the Cemetery grounds mown and tidy.
6. The Local Government Act 1995 must be applied in the case of subsequent burials.
7. The cost of the lease and the fees authorised by the Trustees must be paid before the lease is granted or the ground used.
8. Fees — please check with the Curator re prices for leases.
9. The cost of a plaque for a niche block is obtainable on request.
10. The opening fee (grave diggers) is charged through the funeral director at the time of burial and is addition to the above fees.
11. All enquiries concerning leases must be directed to the Regional Curator of the Cemetery — or in his absence the Assistant Curator.

STONEMASONS REGULATIONS

1. No monument or other erection shall be placed in the Cemetery without at least 7 days' notice to the Regional Cemetery Curator or Assistant Curator.
2. No work is permitted in the Cemetery by persons other than members of the Master Monumental Masons and Sculptors Association of South Australia, unless with express written permission of the Curator or Regional Curator.
3. Applications are to be made on the appropriate forms from the Master Monumental Masons and Sculptors Association and submitted to the Regional Curator at the address with the appropriate fee.
4. All work shall comply to Standards of Australia BD/71, a copy of which is available from the Regional Cemetery Curator
5. The standard memorial size is 4'6" in width and 9' in length,
6. The curator shall cause the grave to be marked with 4 pegs.
7. The maximum height allowed for all headstones is 2'6". Special consideration may be given to higher memorials.
8. The front of all memorials, unless otherwise stipulated, is to align with graves alongside.
9. The rear and sides of the memorial is to, unless otherwise stipulated, butt up to existing graves with no gap.
10. There must be an adequate slope to the front of the grave to allow rainwater to drain away.
11. All excess backfill, construction materials etc. are to be removed from the Cemetery and not to be dumped anywhere on the Cemetery or Church property. The area is to be left clean, neat and tidy.
12. Current Fees: New work \$200.00 Additions/Alterations \$100.00