

## 4. How is the care of the churchyard funded?

When a funeral is held, the next of kin pays for the services of the minister and gravedigger. You are not paying for the plot because you do not own it. This is one of the differences between a churchyard and a council cemetery.

The churchyard is maintained by the church congregation with some help from the Parish Council. Simply having the grass mown regularly costs us over £2,000 each year. This running cost is met by the generous giving of our congregation and is one of many costs we have to meet to maintain the church. A lot of our churchyard maintenance is done by volunteers. None is paid for centrally by the Church of England, nor does the church receive any significant amount from the burial fees charged for funerals.

Please would you therefore consider making a regular or annual donation towards keeping the graveyard well-maintained?

If you are able to donate, a figure of around £20-30 annually for each memorial would be a huge help, but smaller amounts would still be very welcome. There is a contactless donation point in church or you can use the QR code below.

We will continue to maintain the entire graveyard to the best of our ability, irrespective of how many in the local community assist us with its upkeep through donations, but we would very much appreciate your support. Perhaps you could consider an annual donation towards the maintenance of the churchyard on the anniversary or birthday of your loved one?

We are always pleased to see and welcome relatives who come to remember their loved ones in our graveyard. Do pop into the church. It's usually open during the day.

### Further information

Contactless donation point inside church or if you prefer to give cash there is a wall safe just inside the church door on the left, or you can use the QR code below

**QR code for giving:** please click on 'churchyard maintenance'.



### Contact details

Our church administrator is Amy James: [amy@heartparishes@gmail.com](mailto:amy@heartparishes@gmail.com)

Our associate minister is Rev Sheila Bridge: [sheila@heartparishes@gmail.com](mailto:sheila@heartparishes@gmail.com)

Amy and Sheila work together on the practical arrangements for funeral services and burials, but please be patient as both work part-time. They are happy to call you if you email a number.

*NB Rev Sheila is unable to make decisions on gravestones. These must be referred to our Rector. As this post is currently vacant, applications are being forwarded to our Area Dean. This does mean the process for permissions will take a little longer.*

Please help us to maintain this churchyard as a beautiful place for the final rest of your loved one.



## St Matthew's Church, Salford Priors Churchyard Information & Regulations

## A guide for visitors and loved ones

### Introduction

The churchyard surrounding our lovely church building is of immense importance to local people as a special place of quiet retreat, remembrance, and comfort for those who mourn. It is an area where many prayers are said and therefore has a sense of nearness to God.

We also take comfort that the character of the churchyard setting will be preserved. Appropriate, sensitive regulations ensure that it is protected, not just for today, but also for the future.

Unlike a municipal cemetery, the burial plot of ground remains owned by the church, which is why we are required to specify how the grave site is used.

In this leaflet you will find information on:

1. How to maintain your loved one's grave site.
2. How to have a memorial stone placed for a loved one.
3. How to know who can be buried here.
4. How the care of this churchyard is funded.



## 1. How to maintain a grave site

A churchyard full of colourful flowers is a beautiful sight. We want to encourage and enable visitors to put arrangements down for their loved ones in an environmentally friendly way. As such, we ask that you follow these guidelines:

- No plastic of any kind in graveside arrangements e.g cellophane wrapping, artificial flowers etc.
- Any wrapping or other rubbish can be disposed of in bins to the left of the church front door.
- Please use the tap to the left of the front door for watering pot plants.
- Frames for funeral flower displays must be removed from the graveyard once the flowers have died. We cannot dispose of these.
- Wreaths may be laid at Remembrance and Christmas services only and must be removed in due course. Again, no artificial content in wreaths.
- Grave surfaces must be kept clear to allow for the grass to be mown.
- Do not add chipping stones, fences, edging stones, or shrubs to graves as these impede the mowing of grass.
- Please be considerate of others when laying flowers. At the time of the funeral, there may be many flowers, but the number must be limited as time goes on, especially where space is tight.

We share our churchyard with rabbits, who have been known to eat floral arrangements in the past. They don't like eating marigolds, daffodils or lilies, so we suggest using flowers such as these on graves. You could also try spraying your flowers with hairspray, which prevents them from being eaten.

Alternatively, you could book a week for your flowers to be on a stand in church, and your loved one mentioned in our weekly prayer.

See <https://stmatthewsflowers.wixsite.com/floral> for details.

Soon, you'll also be able to pick flowers for graves from a new flower garden at the east end of the church. If you leave a pot on a grave and it appears untended, we may plant it in the garden instead of leaving it to die.

We encourage eco-friendly floral tributes where possible, such as those by Solace Funeral Flowers, Warwickshire.



Bins and tap found behind the screen to left of church porch.

## 2. How to have a memorial stone placed for a loved one

Memorial stones (size, material, details) for graves and ashes in the Garden of Remembrance have to be agreed with the Rector of our Benefice and an application form must be filled out for this.

Please take a 'Memorial Application' form from the table inside church (open in daylight hours).

Once the form is completed (you will need to discuss the memorial with your chosen stonemason), post or email a signed copy to our administrator, who can send it off for approval.

The maintenance of the actual memorial stone remains the responsibility of those who paid for it to be placed and, after those persons have died, of the heirs of the person commemorated. If/when memorials become unstable, we are required to lay them flat.

'Memorial Application' and 'Grave Space Reservation' forms can be found here, inside the church.



## 3. Who can be buried here?

If you live in the Parish you have a right to be buried in our churchyard. You may also be buried here if you have other significant links to this church, but this decision is at the discretion of the Rector.

If you wish to reserve a plot with a blank stone in advance of your demise, please complete the form 'reserve a space'. Be aware that doing so carries a fee. However, there is no requirement to reserve a place. If you qualify to be buried here, you will simply be allocated the next available plot when the time comes. Please complete the application form, 'Grave Space Reservation' (also found on the table inside church), and email/post a signed copy to the administrator.

**DIOCESE OF COVENTRY**

APPLICATION TO:  
INTRODUCE A NEW CONFORMING MEMORIAL INTO A CHURCHYARD ☐ OR  
ADD A NEW CONFORMING INSCRIPTION TO AN EXISTING MEMORIAL ☐

NAME OF CHURCHYARD: \_\_\_\_\_  
PLOT/GRAVE NUMBER: \_\_\_\_\_

The Chancellor of the Diocese, under the Churchyard Regulations, has delegated to incumbents authority to permit, in writing but without a faculty, the introduction of memorials into churchyards provided they comply with certain specifications in the Churchyard Regulations which have been circulated to incumbents and memorial masons.

Applications for memorials or inscriptions not complying with these specifications must be made on a faculty petition form from the Diocesan Registry at the Diocesan Archives Committee website.

**THE APPLICANT (a member of the family)**

Full name(s)	
Address	
Telephone number	
Email address	

**THE DECEASED**

Full name(s)	
Date of death	
Relationship to the Applicant	

**MEMORIAL MASON / FUNERAL DIRECTOR**

Name	
Address	
Telephone number	
Email address	
Order number	

**IN THE CONSISTORY COURT OF THE DIOCESE OF COVENTRY**

CHURCHYARD OF \_\_\_\_\_

Glyn Samuel, Chancellor of the Diocese and Official Principal of the Right Reverend Ruth Worley, Acting Bishop of Coventry

1. **THE PETITION OF** \_\_\_\_\_ (full name)  
of (full address) \_\_\_\_\_  
Post Code: \_\_\_\_\_  
Date of Birth: \_\_\_\_\_ Telephone: \_\_\_\_\_  
Email address: \_\_\_\_\_  
Resident in the Parish of: \_\_\_\_\_

2. I desire to obtain a faculty to reserve to myself and to: \_\_\_\_\_  
(full names of any others whom it is desired should benefit from the grant of a faculty)

a space within the churchyard of \_\_\_\_\_  
as shown marked in red on the plan attached to this petition

3. I am not a parishioner or on the electoral roll of the parish in which this churchyard is located (delete as applicable)

4. There have not been any burials in the space desired to be reserved (tick if appropriate) ☐  
There have been burials in the space desired to be reserved (tick if appropriate) ☐  
(full names, dates of burial as each case)

5. The adjoining space has not been occupied by a burial (delete as applicable)

(Cont.)

