

Newcastle-under-Lyme Crematorium

Newcastle Crematorium

This booklet was designed to inform you of all the forms of memorialisation we have available within the crematorium.

Newcastle Crematorium was officially opened in 1965 by the Borough Council and is situated on the eastern boundary of the Borough.

The crematorium is set in 12 acres of beautiful grounds with a panoramic view of the Potteries. The stunning grounds offer a pleasant and quiet environment for visitors to come and remember lost loved ones, or simply to enjoy the surroundings.

The crematorium grounds and the Book of Remembrance Chapel are open every day of the year. During festive periods, wreaths and cards may be displayed in the chapel. The Borough Council kindly asks in the interest of safety to visitors of the crematorium and its staff, you do not place breakable vases or ornaments in the Chapel of Remembrance.

Staff are on hand during the week to informally discuss each person's individual needs and requirements, and to show you around the crematorium grounds. We are happy to answer any questions you may have about memorial options or the crematorium.

To book an appointment with one of our staff, please contact us either by phone or in writing using the contact details provided on the back of this information booklet.

The Crematorium Office is open from 8.30am - 4pm, Monday – Friday, except bank and public holidays.

Opening times for the crematorium gates and chapel of remembrance are:

1st April – 31st October
8.30 am – 8.00 pm

1st November – 31st March
8.30 am – 4.30 pm

Crematorium Rules and Regulations

Interpretation and Amendment

The rules and regulations apply to all sections of the crematorium.

They are made under the Local Authorities and Cemeteries Order 1977 and are subject to the provisions of the order and any consent or other requirements specified by the order.

Crematorium Plans and Statutory Register

Plans of the crematorium, giving the location of graves and burial plots where applicable, are kept at Newcastle Crematorium Office and can be viewed by appointment during office hours. You have a right to inspect the statutory burial register by appointment and free of charge.

Miscellaneous Items

All memorials must comply with the rules and regulations in place. For more information, turn to the memorials section in this booklet.

In the interest of safety to visitors and staff in the crematorium and to avoid interference with maintenance and damage to equipment, any decorative or breakable objects are not allowed on grave spaces and in memorial gardens. These include: glass, pottery, vases, statues, bottles, fencing/wirework, candles, lanterns, windmills, flags, toys, gravel, ornaments and memorabilia.

Small potted plants are allowed on the cremated remains graves but must be kept within the individual grave area and must not encroach on neighbouring spaces. These can be placed on the cremated remains foundation slabs but must not be planted in the head border or in the grave space area.

Any objects placed on or around memorials, left in the grave area or memorial gardens will be removed by crematorium staff.

Special Prohibitions

- Staff are not allowed to accept gratuities.
- Dogs must be kept on leads at all times.
- Children under the age of 12, prams and pushchairs should all be under the responsible care of an adult & cycles must not be ridden.
- Photographing funeral processions, graves or memorials is not allowed without permission from Newcastle-under-Lyme Borough Council.
- The council may at any time exclude from the crematorium any person who conducts themselves in a noisy, disorderly or inappropriate manner; who is under the influence of drink or drugs, uses improper language or refuses to comply with any of these regulations.
- No person is permitted to enter or leave the crematorium except by the proper gates.

General Information

Crematorium Office

Office facilities include a wheelchair that is available for use on request, and a portable hearing loop system for those hard of hearing. There is information and guidance available for any bereavement issues or concerns.

Either from the office or the Newcastle Borough Council website

(www.newcastle-staffs.gov.uk), you can request alternative languages and large print leaflets, information and memorial packs.

At the crematorium there is a family history/research room with access to all records, as well as maps and plans of the grounds and graves where applicable. Please note that the crematorium cannot guarantee all burial locations will be accurately recorded.

An information leaflet on burials in private land can be obtained from the crematorium office, or alternatively you can contact The Natural Death Centre for more information and advice on (01962) 712690.

Any other questions and queries you have about the crematorium or bereavement services can be answered by staff at the office. Please don't hesitate to call in and we can try and resolve any issues you may have.

The Crematorium

Newcastle Crematorium Chapel can be hired for use for funeral, burial or memorial services as well as for cremation services. There is a separate charge for the hire of the chapel if a cremation is not taking place. The chapel is a large multi-denominational chapel built to seat 100 people. In the chapel, different religious symbols may be displayed on the table at the front of the room on request. A range of services can be requested; we have a CD player, an organ, and also a DVD player, where the TV is displayed at the front of the room. When a funeral takes place where a cremation follows, the use of the organist in the chapel is included in the cost of cremation.

Since September 2006, the crematorium has recycled all metals following a cremation, unless it states on the cremation forms that metals are to be returned to the family.

There is a wheelchair available for use when required at the crematorium office, and there is also a wheelchair at the chapel available for use on request. The portable hearing loop system is available in the chapel also.

Grounds

Flowers are displayed on the flower racks for a full week after a service has taken place, and will be removed by 8.30 am on the corresponding day of the next week.

The Borough Council kindly asks that the visitors to the crematorium do not loosely place flowers or ornaments on lawned areas in the memorial gardens or graves. There are flower racks provided by the slate wall plaque area, or to the wall at the back of the slate wall plaques around the 1981 burial area.

Alternatively, the crematorium offers a stone memorial kerb vase. It includes a posy vase for the placement of flowers, and a black granite plaque on the front for an inscription of your choice. Please see the memorial page for further details.

Burials within Newcastle Crematorium

Old Burial Sections (1965 to 1993)

1965 – 1988

Burials took place on a kerb system where the distances were paced out. These existing burial spaces can be re-opened for further interments depending on the available space. A maximum of three sets of cremated remains can be buried in one location and the cremated remains are interred directly into the ground, not buried in a container.

1989 – 1993

Burials took place on a block/grid system. These existing burial spaces can be re-opened for further interments depending on the available space. A maximum of three sets of cremated remains can be buried in one location and the cremated remains are interred directly into the ground, not buried in a container.

Monthly Gardens of Remembrance

At present, cremated remains are buried in the monthly gardens unless a particular location in the old sections is specified, a cremated remains grave is purchased or the remains are to be privately disposed of elsewhere.

The monthly garden where the burial will take place will correspond with the month of death unless a different monthly garden is specified. The burial will occur no earlier than 10 days after a cremation has taken place, in which time you can contact the crematorium office to change the location of burial if you wish. If relatives and friends wish to attend the burial, with the permission of the applicant for cremation, you can arrange to do this either through your funeral director or by contacting the crematorium office direct if you wish to keep it informal.

In the monthly gardens the remains are placed directly into the earth and approximately 20 sets of remains are interred in each burial space, each separated by a layer of earth.

A common misconception is that the crematorium scatters remains. At Newcastle Crematorium, cremated remains have only ever been buried. For more information, please do not hesitate to contact the crematorium office.

Cremated Remains from Elsewhere

If a cremation has taken place elsewhere, the remains can still be buried within our Gardens of Remembrance. However there is a charge for this service.

Approved list of monumental masons permitted to work within the Borough cemeteries and crematoria

MONUMENTAL MASON	ADDRESS	TELEPHONE
Benton Memorials Ltd	57 Sandon Road, Stafford, ST16 3HF	01785 242720
W. Burt Memorials	34 Boma Road, Trentham, Stoke-on-Trent, ST4 8EB	01782 657883
Co-operative Funeralcare	110 Nile Street, Burslem, Stoke-on-Trent, ST6 2BH	01782 838724
Dresden Memorials	56 Trentham Road, Longton, Stoke-on-Trent, ST3 4DJ	01782 313874
Emery's Monumental Services Ltd	The Laurels, 13 County Road, Stafford, ST16 2PU	01785 215119
H. Goodwin & Son	114 London Road, Newcastle-under-Lyme, ST5 1LZ	01782 616586
Hart Memorials Ltd	1 Stirling Street, Burslem, Stoke-on-Trent, ST6 2EG	01782 813388
J.B.M Memorial Services	Victoria Road, Fenton, Stoke-on-Trent, ST4 2HS 91 Haywood Street, Leek, ST13 5JH	01782 411106 01538 398493
Leese Memorials	St Peter's Close, off Brook Lane, Stoke-on-Trent, ST4 1LP	01782 744433
Moorside Memorials	8 Congleton Road, Biddulph, Stoke-on-Trent, ST8 6DX	01782 522242
Nettlebank Monumental Works	Sandbach Road, Burslem, Stoke-on-Trent, ST6 2DR Hanley Road, Smallthorne, Stoke-on-Trent, ST6 1SN 82 George Street, Newcastle-under-Lyme, Staffordshire, ST5 1DN	01782 827313 01782 835394 01782 619146
Owens Memorials	21 Queen Street, Market Drayton, Shropshire, TF9 1PX	01630 654135
Rogers Masonry Ltd	73 Hospital Street, Nantwich, Cheshire, CW5 5RL	01270 624676
David H. Smith	Fountain House, 17/21 Fountain Street, Leek, ST13 6JS	01538 399661

Cremated Remains Graves

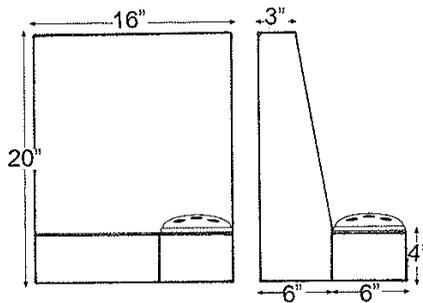
Availability

Cremated remains graves are available to purchase for a lease of fifty years in the crematorium grounds. They are small graves that hold up to four sets of cremated remains. The Cremated Remains Graves Garden or 'Petal Garden' is situated to the side of the October Monthly Garden, at the end of the crematorium grounds. These graves can be reserved prior to somebody passing away. You can do this by contacting the crematorium office to arrange an appointment to choose a grave.

The Headstone

A memorial headstone can be erected on the grave after purchase. If you wish to erect a memorial, you will need to contact a monumental mason from our approved list. The monumental mason will help you to complete the application form that will need to be signed by the grave owner(s). The maintenance of the memorial is the responsibility of the grave owner(s). The application will be submitted to the Crematorium Office and once approved, a permit will be issued to the monumental mason and the memorial can be installed.

All memorials are subject to council regulations and the National Association of Memorial Masons' (NAMM) code of practice. They must comply with the rules and regulations concerning the removal, placing and renovation of memorials and are restricted to a standard size as shown below.



Temporary wooden crosses are allowed prior to a headstone being erected.

In the interests of safety to visitors and staff and to avoid interference with maintenance and damage to equipment, any decorative or breakable objects are not allowed on the grave spaces. These include: glass, pottery, vases, statues, bottles, fencing/wirework, candles, lanterns, windmills, flags, toys, gravel, ornaments and other memorabilia.

Bulb, Shrub and Tree Planting Schemes

Bulb Planting Scheme

For a donation of your choice, the council will purchase and plant a selection of flowering bulbs in a suitable location. The choice of bulbs and most suitable location will be at the council's discretion. Flowering bulbs that have previously been donated include daffodils, tulips, snowdrops, hyacinth and crocus.

- The bulb species and planting locations are at the council's discretion, however in most cases they will be placed in the garden of your choice.
- Requests to plant bulbs in areas specifically for the burial of cremated remains will be declined.
- The council is unable to identify the location of individual bulb donations to crematorium visitors.
- Your entire donation will be spent in the gardens. No deduction will be made for administration or for other purposes.

Shrub Planting in the Monthly Gardens

For the donation of a fixed sum, a plot of shrubs can be leased for five years. The fixed sum is inclusive of a small memorial plaque with an inscription of your choice. Once the lease has expired, it can be extended for an additional fee.

- The species and location must be selected from the planting plans in the crematorium office.
- Requests to plant shrubs in areas specifically for the burial of cremated remains will be declined.
- The council reserves the right to maintain memorial shrubs, including heavy pruning and the removal of dead, diseased or dying shrubs. Dead shrubs will be replaced by the council.
- The cultivation of additional plants by anyone other than the council is not permitted, and such plants will be removed.

Tree Planting Scheme

There are a limited number of memorial trees available. Before placing your order, please contact the crematorium office to check availability.

For the donation of a fixed sum, a memorial tree can be leased for ten years. The fixed sum is inclusive of a small plaque with an inscription of your choice. Once the lease has expired, it can be extended for an additional fee.

- The tree species and location must be selected from the planting plans in the crematorium office.
- Requests to plant trees in areas specifically for the burial of cremated remains will be declined.
- The council reserves the right to maintain memorial trees, including heavy pruning and the removal of dead, diseased or dying trees. Dead trees will be replaced by the council.

Memorial Items

Many visitors wish to provide a memorial to a loved one. The Borough Council welcomes and appreciates these memorials.

Newcastle Crematorium offers a wide range of memorial items that can be accommodated within the memorial gardens and crematorium grounds.

Wooden Planters in the Monthly Gardens

For the donation of a fixed sum, a wooden planter can be leased for five years. This includes a small memorial plaque with an inscription of your choice. Once the lease has expired it can be extended for an additional fee.

This scheme includes a twice yearly planting for the duration of the lease and vases or ornaments must not be placed by the wooden planter.

Seat Donation Scheme

For the donation of a fixed sum, the council will purchase a 1.8m (6 foot) hardwood teak seat. This includes a small memorial plaque with an inscription of your choice to be placed on the back rail of the seat.

1. The location of the seat must be previously agreed.
2. The council reserves the right to remove any memorial seat that is not repairable.
3. Floral tributes are not to be attached or placed on the seat.

Book of Remembrance

For the donation of a fixed sum, a permanent inscription in the Book of Remembrance can be purchased.

Pages of the book are displayed on a week-by-week basis so that the individual inscriptions are on display for at least seven days around the entry date. The inscription will be on display for the whole week containing the anniversary date.

Kerbside Memorial Vase

For the donation of a fixed sum, a kerbside memorial vase with a plaque can be leased for five years. The plaque is 15cm x 15cm (6" x 6") and will be inscribed with an inscription of your choice. Once the lease has expired it can be extended for an additional fee. Vases or ornaments must not be placed by the kerbside vase.

Wall Plaques

For the donation of a fixed sum, hand carved slate wall plaques in the cloister area at the crematorium can be leased for 10 years. Once the lease has expired it can be extended for an additional fee.

There are two sizes of wall plaques available:

- Small – 30.4cm x 10.1cm (12" x 4") with three lines of inscription
- Large – 30.4cm x 20.3cm (12" x 8") with seven lines of inscription

Vases or ornaments must not be placed within the memorial wall plaque area. Wooden floral racks are provided in this area for floral tributes.