

IN THE CONSISTORY COURT OF THE DIOCESE OF LEICESTER

**IN THE MATTER OF THE ECCLESIASTICAL JURISDICTION AND CARE OF
CHURCHES MEASURE 2018 (AS AMENDED)**

**ORDER OF THE CHANCELLOR
THE WORSHIPFUL NAOMI GYANE**

Additional Matters Order

I, NAOMI GYANE, Chancellor of the Diocese of Leicester by this Order provide as follows:

In accordance with Section 78 of the Ecclesiastical Jurisdiction and Care of Churches Measure 2018 (as amended) (hereinafter “**the Measure**”), before making this order, I sought the advice of the Diocesan Advisory Committee about:

updating the specifications set out in the Diocese of Leicester Churchyard Regulations 2014 to erect memorials without a faculty.

SUBJECT TO the provisions set out or referred to in the Measure and the Faculty Jurisdiction Rules 2015 (as amended)

IT IS ORDERED THAT

1. The Diocese of Leicester Churchyard Regulations 2014 are hereby revoked and replaced with the Diocese of Leicester Churchyard Regulations 2025 as contained in the Schedules to this Order.
2. The matters specified in Schedule 1 to this Order may be undertaken without a faculty provided the procedure specified in Schedules 2 and 3 to this Order are followed.
3. Should any question arise as to whether a particular proposal constitutes a matter specified in Schedule 1, it is to be referred to the Chancellor for determination.
4. Application may be made to the Chancellor for directions as to matters which are not specified in Schedule 1, but which are of a similar or comparable nature. The Chancellor may direct that such matters be treated as if they were so specified.
5. If the authority of the minister is not given under Schedule 2, the matter may be referred to the Chancellor, who may, if the applicant wishes, direct that the application be treated as a petition for a faculty upon payment of the specified fee. For this purpose, under rule 20.6 of the Faculty Jurisdiction Rules 2015 (as amended), it is directed that Schedule 3 may be used where a faculty is sought in relation to a memorial in a churchyard or cemetery.

6. If the application is to proceed as a petition for a faculty regard shall be had to the following provisions of the Rules:
 - a. Rule 4.1.2(a) (DAC advice) and
 - b. Rule 6 (public notice).
7. This Order applies to the whole of the Diocese, save for any churchyard or burial ground expressly excluded by direction of the Chancellor. It does not extend to the consecrated parts of municipal cemeteries operated by local authorities.
8. Particular Churchyard Regulations previously authorised by faculty in respect of individual churchyards or burial grounds will continue in force where applicable until such time as the Chancellor directs otherwise.
9. For the purposes of this Order, the term 'minister' shall be taken to mean the incumbent of the benefice in which burial ground is situated. If there is no incumbent, or the benefice is for whatever reason vacant, then the person acting as priest in charge of the parish or the curate licensed to the charge of the parish shall be treated as the minister. If there is no priest or curate of that description (or if any of the aforesaid persons is unable or unwilling to act), the rural dean of the deanery in which the parish is situated shall be deemed to be the minister. In case of doubt, the matter may be referred to the chancellor whose direction as to who shall be treated as minister for the purposes of this Order shall be conclusive.
10. A copy of this Order is to be filed in the diocesan registry in accordance with section 78(5) of the Measure.

This Additional Matters Order shall come into force on 20 October 2025.

N. Gyane
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NAOMI GYANE
CHANCELLOR OF THE DIOCESE OF LEICESTER

Date: 22nd day of September 2025

THE DIOCESE OF LEICESTER CHURCHYARD REGULATIONS 2025

Schedule 1

Matters Not Requiring a Faculty

Part 1. General Provisions

1.1 The matters which may be undertaken without a faculty are:

- (a) the introduction of a new memorial that complies with the specifications in Part 2 of this Schedule; and
- (b) the replacement, repair or alteration of an existing memorial as described in Part 3,

provided that they have been approved in accordance with the procedure set out in Schedule 2 and Schedule 3.

1.2 In this Schedule,

“**base**” means the component supporting a memorial on its foundation;

“**cremated remains tablet**” means a rectangular or square stone or slate tablet placed above the cremated remains of the person commemorated, the upper face of which is flush with the surrounding ground;

“**foundation**” means the element that connects a memorial to the ground and transfers the load from the memorial to the ground; the top surface of the foundation being flush with the surrounding ground or below ground level;

“**grave**” means a place of burial below ground level;

“**headstone**” means a “**lawn memorial**” or a “**monolith memorial**” erected at the head of a grave;

“**incised**” in relation to lettering, motifs, emblems or other images, includes being cut either by hand or by machine;

“**inscription plate**” means a stone forming part of a memorial, into which is incised lettering relating to the person whose body is buried there or whose death is being commemorated;

“**lawn memorial**” means an independent vertical inscription plate attached to a horizontal base which is fixed to a foundation;

“**memorial**” means a freestanding object installed in a churchyard in memory of the deceased;

“**monolith memorial**” means an independent vertical inscription plate set into a pre-cast concrete shoe-type foundation which is set directly into the ground;

“**the British Standard**” means British Standard BS 8415:2018 Memorials within burial grounds and memorial sites – Specification , or any similar standard that may replace BS 8415:2018;

“wooden cross memorial” means a memorial in the form of a wooden cross erected at the head of a grave, into which is incised the name of the person commemorated and the date on which that person died.

‘minister’ means the incumbent of the benefice in which burial ground is situated. If there is no incumbent, or the benefice is for whatever reason vacant, then the person acting as priest in charge of the parish or the curate licensed to the charge of the parish shall be treated as the minister. If there is no priest or curate of that description (or if any of the aforesaid persons is unable or unwilling to act), the rural dean of the deanery in which the parish is situated shall be deemed to be the minister.

Part 2. The Introduction of a New Memorial without a Faculty

- 1.3 A new memorial can be erected without a Faculty if it complies with the specification set out below in this Part 2.

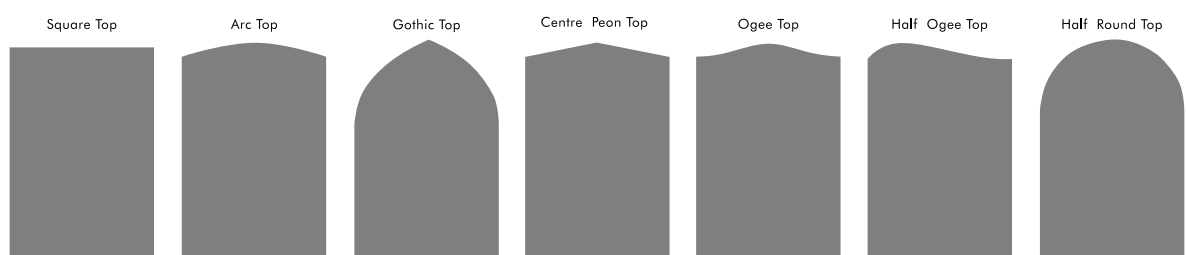
Basic principle

- 1.4 Any new memorial is erected so as to comply with the details specified in the British Standard, so far as relevant.
- 1.5 Any new memorial should be erected not less than 9 months after burial.

The form of a new memorial

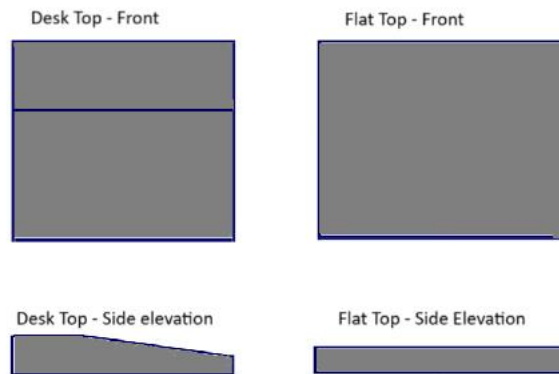
- 1.6 The memorial is:
- (a) in the form of a headstone;
 - (b) in the form of a lawn memorial erected by or on behalf of the Commonwealth War Graves Commission;
 - (c) a cremated remains tablet.
- 1.7 Paragraph 1.6(c) does not apply where cremated remains are interred in a grave that is already marked by a headstone or a wooden cross memorial. In that case, an additional plaque relating to cremated remains interred is permitted.
- 1.8 In the case of a headstone, the shape of the inscription plate is one of those in Diagram 1, or one similar to one of the shapes in that diagram.

Diagram 1



- 1.9 In the case of a cremated remains tablet memorial the shape of the tablet is one of those in Diagram 2.

Diagram 2



- 1.10 The memorial does not include:

- (a) other shapes of memorials, such as irregular shaped stones, an open book or heart-shaped;
- (b) stone, concrete, metal, glass, plaster or plastic objects, such as model people, candle holders, animals or toys, and windmills and jangling trinkets designed to make a noise when the wind blows;
- (c) attached plaques, kerbs, railings, chippings, statues, or other objects;
- (d) motifs, emblems or images of the kind set out at paragraph 1.27 below.

- 1.11 The memorial is located so that no part of it is closer than 5ft to the wall of the church or any perimeter wall.

The dimensions of the memorial

- 1.12 In the case of a headstone:

- (a) the height of the memorial is between 1ft. 6ins. and 4ft.;
- (b) the width of the inscription plate is between 1ft. 8ins. and 3 ft.;
- (c) the thickness of the inscription plate fixed to a base is between 3ins. and 4ins.;
- (d) the thickness of a slate monolith is between 2ins. and 4ins.;
- (e) the base, if any, is not larger than 3ft. in width, 1ft. 6ins. in depth (front to back), and 6ins. thick.

- 1.13 In the case of a cremated remains tablet:

- (a) the longest dimension is not more than 1ft. 6 ins. x 1ft 6ins.
- (b) in the case of a Desk Top tablet design:

- i. the sloping face is flush to the ground and no more than 2ins. in height and rising to no more than 4ins. in height;
 - ii. has no more than one integrated flower container.
 - (c) in the case of a Flat Top tablet design, it is flush to the ground and no more than 2ins. in height;
- 1.14 The height of a headstone is to be measured from ground level; and in the case of sloping ground or ground that has been re-contoured to accommodate the burial, “ground level” is the level of the ground immediately adjacent to the centre point of the rear of the base once the interment has been completed.

The materials and colour of the memorial

- 1.15 In the case of a headstone or a cremated remains tablet, it is made of:
- (a) slate;
 - (b) sandstone;
 - (c) limestone; or
 - (d) granite.
- 1.16 The colour of the slate or stone is natural, black or dark grey or is a colour of which a significant number of memorials already exist in the churchyard meaning the colour proposed is not discordant in the context of the specific church and churchyard.
- 1.17 In the case of a headstone,
- (a) the principal surface of the inscription plate is matt, fine honed, or fine tooled, (not polished or reflective);
 - (b) every other surface of the inscription plate, and every surface of the base, are matt, fine honed, honed, fine tooled, tooled, or natural hewn, (not polished or reflective).
- 1.18 In the case of a cremated remains tablet, the surface is matt, honed, or untooled (not polished or reflective).
- 1.19 Polished or coloured granites, marbles or unusual stone is not allowed, nor memorials in the form of a natural boulder, or of a cross of stone or wood. However, wooden cross memorials intended as a temporary memorial to mark a grave are permitted for a maximum period of two years after the burial.

The inscription on the memorial

- 1.20 Any inscription is:
- (a) factually accurate;
 - (b) not considered by the minister to be or likely to be offensive or controversial for any reason;

- (c) not considered by the minister to include slang or abbreviations other than commonly shortened names to describe a family member such as Gran, Nan, Gramps or Pops; and
 - (d) not inconsistent with Christian doctrine.
- 1.21 The inscription includes:
 - (a) the name of the person being commemorated (which may be or may include the main name by which that person was generally known); and
 - (b) the date or year in which that person died; and
 - (c) either the date or year in which that person was born, or the age of that person at death.
- 1.22 Where any text in the inscription is in a language other than English, a translation has been supplied to the minister for retention in the parish records.
- 1.23 An inscription may include reference to someone related to the deceased but buried elsewhere in the churchyard.
- 1.24 Any lettering is
 - (a) uncoloured, or
 - (b) coloured in black, white, grey, silver or gold provided only a single colour is used and which does not render the memorial discordant in the context of the church and churchyard in which it will be erected.
- 1.25 Any lettering on:
 - (a) the principal face of the inscription plate of a headstone; or
 - (b) a cremated remains tabletis incised into the face of the memorial and not more than 2ins. in height.
- 1.26 In the case of a headstone or a cremated remains tablet, any illustration (namely a motif, emblem or other image) forming part of the design of the memorial meets the following criteria:
 - (a) is simple in design;
 - (b) has no more than two illustration designs;
 - (c) is a traditional Christian cross or symbolism of a character commonly found in churchyard memorials such as designs of comfort, pointing to the belief in life after death, rest, peace and hope, or relevant to the life of the person commemorated;
 - (d) is a fitting complement to the wording forming the rest of the design;
 - (e) the combined total size of the illustration design(s) does not exceed 24 ins² (6ins. x 4ins.) of the principal face of the headstone;
 - (f) is incised into the stone;

- (g) is uncoloured; and
 - (h) is not inconsistent with Christian doctrine.
- 1.27 The memorial, motif, emblem or image does not contain:
- (a) a photograph, digital image or ceramic portrait of the deceased or deceased's family; or
 - (b) advertisements, trading names or trademarks; or
 - (c) commercial or secular logos or information; or
 - (d) QR code(s), or any other device intended to enable direct communication with an electronic resource;
- 1.28 In the case of a headstone, there is no lettering or other image other than on the principal face of the inscription plate, except for a reference to the mason (in lettering not higher than 0.6ins.).

Part 3. The Removal, Replacement, Repair and/or Alteration of an Existing Memorial

- 1.29 On the application of any person with a sufficient interest in a memorial, the minister may allow a memorial to be:
- (a) temporarily removed for the purposes of recording additional names or inscription; or
 - (b) temporarily removed for repair; or
 - (c) permanently removed if replaced by a new memorial complying with these Regulations.
- 1.30 Any existing memorial being repaired or altered must have been lawfully introduced into the churchyard, or been in place for at least six years. For an existing memorial that meets one of these criteria, any repair or alteration of that memorial should achieve the same style and finish as the original memorial.
- 1.31 If a memorial is removed and re-erected in the course of being repaired or altered, it should be re-erected so as to comply with the details specified in the British Standard.
- 1.32 Any alteration of, or addition to, the inscription on a memorial should be in the same style and finish as the original inscription.
- 1.33 Except where departure is to maintain the same style and finish as the original memorial or original inscription as permitted in paragraphs 1.30 and 1.32 above, any newly repaired or altered memorial or new inscription on an existing memorial should comply with paragraphs 1.20 to 1.28 above.

Part 4. The Creation of a Reserved Area for the Burial of Cremated Remains

- 1.34 The establishment of a reserved area for the burial of cremated remains may be permitted after specific faculty application granted by the Chancellor. Such an application must be made by the minister and include specific parish burial Regulations dealing with this area, and in particular, with the size and nature of any memorial stone or stones.
- 1.35 Without faculty permission, the minister may permit the interment of cremated remains in the churchyard either in an existing grave or in any part of the churchyard that has been authorised by faculty for such a purpose.
- 1.36 Cremated remains may be tipped into the ground or be buried in their casket. They should not be buried within 5ft. of the outer wall of the church, nor should they be scattered in the churchyard.
- 1.37 The identity of each deceased person must be recorded:
- (a) in a Book of Remembrance with or without a plan; or
 - (b) on a single inscribed tablet recording the names of everyone whose cremated remains are interred; or
 - (c) on individual cremated remains tablets recording the name(s) of those interred in that specific plot. This paragraph does not apply to cremated remains interred in existing family graves.

Part 5. The Removal of Freestanding Tributes

- 1.38 The PCC should make rules for the location and removal of flowers and other freestanding tributes after the burial of any human remains.
- 1.39 In the absence of such rules:
- (a) any floral tributes must be removed two months after the interment. The use of artificial flowers is not permitted. Vases or other receptacles for flowers in the churchyard are not allowed, other than vases which are structurally part of the memorial.
 - (b) any item (namely ornaments, toys, teddy bears or trinkets) must be removed two months after the interment. Reasonable efforts should be made to contact a person with sufficient interest in the memorial in order to return those item(s) removed. 14 days after removal, any item(s) not reclaimed may be permanently disposed.
- 1.40 Families of deceased persons should be encouraged to give flowers to the church as an anniversary memorial to the deceased, rather than to leave cut flowers or items in the churchyard.

Schedule 2

Approval Procedure

Part 1. The Application Process

Important Warning

Any memorial erected otherwise than in accordance with this procedure, or with the authority of a faculty granted by the Chancellor, may lead to enforcement proceedings in which the Consistory Court may order removal of the memorial at the expense of the person(s), family, or memorial mason responsible. Those responsible may also be required to pay the court cost of such proceedings.

The procedure to be followed prior to the undertaking of any matter contained in Schedule 1 is as follows:

- 2.1 An application in the form contained in Schedule 3 is to be sent to the minister (as defined in paragraph 9 of the Additional Matters Order dated 22 September 2025);
- 2.2 Such form is to be duly signed by the applicant(s) and memorial mason;
- 2.3 In the event that the minister or other authorised person gives permission, this is to be endorsed in writing in the relevant section of the form, whereupon the matter may proceed;
- 2.4 In the event that the minister declines to give permission (for whatever reason), or does not respond within 28 days, the application may be referred to the Chancellor for directions.

Part 2. Faculty Applications to the Chancellor of the Diocese

- 2.5 No alterations may be made to anything in a churchyard by any person, without the approval of the Chancellor of the Diocese, except memorials as permitted by these Regulations or the "Minor Works List" which are specified from time to time.
- 2.6 Memorials which have not been approved, either because they are outside the ambit of the Regulations or because they have not been permitted by the minister, may be permitted by the Chancellor in her discretion.
- 2.7 The function of the churchyard is to be a place where loved ones lay to rest their beloved, mourn, grieve, process loss, give thanks and remember. Above all however,

the churchyard is consecrated ground. This means it is a holy place dedicated to God. It is a place for sombre, quiet reflection and/or prayer. Its purpose is to foster a setting where the bereaved, the public and those of the Christian faith draw peace, solace and hope that those who have fallen asleep are now with Christ and will one day rise again to eternal life.

- 2.8 There is therefore a dual purpose in a memorial erected in a churchyard. It is to both commemorate and celebrate the life of departed loved ones, but also to accord with, and encourage all who mourn, in the unifying promise of a better day to come, of a resurrection and eternal life.
- 2.9 As a result, care must be taken to erect memorials that are consistent with the purpose, setting and holiness of the churchyard. Nothing elaborate, flashy, standout, discordant or incongruous with existing memorials or the churchyard setting will be permitted. This ensures equity and prevents even unintended and/or unconscious competition to arise between memorials.
- 2.10 In considering whether to exercise her discretion to permit a memorial that is outside the ambit of Schedule 1, the Chancellor is likely to have regard to the following (non-exhaustive) factors:
- (a) the purpose of the churchyard and memorials;
 - (b) the extent to which the proposed memorial (including inscription(s) or illustration design(s)) departs from what is permitted under the Regulations;
 - (c) the reason for the departure, in particular why the proposed memorial, inscription(s) or illustration design(s) cannot be displayed in another private or personal setting;
 - (d) the views of the PCC, DAC or the public consulted on the proposed memorial (albeit any views in support or against should not be thought conclusive of the Chancellor's likely decision);
 - (e) whether the proposed memorial is not inconsistent with Christian doctrine i.e. the proposal resembles Christian values and doctrine;
 - (f) whether or not the message or sentiment underpinning the proposed memorial can be achieved in a way that complies with the Regulations;

- (g) the impact (if any) on the harmony and equity with other memorials within the churchyard or the churchyard itself;
 - (h) whether permission may lead to a precedent being set within the specific churchyard or Diocese that is contrary to that set out in the Regulations;
 - (i) the location of the memorial and the number of spaces left in the churchyard for future interments;
 - (j) any other reason(s) that may merit permission being granted (sincerely this is unlikely to include in itself the age and/or manner in which a person has passed away or the presence of other non-conforming memorials in the churchyard or Diocese but these factors may be relevant overall to the exercise of discretion).
- 2.11 Any dispute between family members or others about a memorial or these Regulations may be resolved through a faculty petition to the Chancellor.

Schedule 3
Churchyard Memorial Application Form

Diocese of Leicester

Application form to introduce a memorial into a Churchyard or repair or replace a Churchyard memorial or add to or amend an inscription on an existing Churchyard memorial

Before completing this application form, you are required to read the Diocese of Leicester Churchyard Regulations 2025 (the "**Regulations**"), which can be found on the Diocesan website

Permission is sought to erect* / replace* / add an inscription to* / amend an inscription on* a memorial (*Delete as appropriate)

Name of Churchyard

Name of Applicant

Address

.....

.....

Email address

Telephone number

Name of Deceased

Date of burial/interment

Relationship of Applicant
to the Deceased

If your proposed
memorial is contrary to
the Regulations please
explain the reason for
your proposal and
provide any further
information in support of
your Application.

.....

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PART A - DETAILS OF THE APPLICANT AND STATEMENT OF TRUTH

I/We apply for consent to erect* / repair* / replace* / add an inscription to* / amend an inscription on* a memorial in the Churchyard named above (*delete as appropriate) and confirm that:

- I/We have read the current edition of the Regulations.
- All the factual statements to be inscribed on the memorial are accurate and are not misleading.
- I/We have used all reasonable endeavours to provide details of this application to all of the following living relatives of the deceased: spouse, civil partner, cohabitant, parent, sibling, child; and I/we confirm that
☐ no such person has raised an objection to the proposal; OR
☐ the following people have not been contacted; AND/OR
.....
☐ the following people have raised an objection.
.....
- Save in the case of the erection of a new memorial, I/we confirm that I/we am/are the owner of the memorial and understand that I/we am/are responsible for its maintenance and safe condition.
- Where this application is for the addition of any further inscription or the replacement of an existing memorial, that I/we am/are the legal owner/s of the memorial¹.
- I/We understand that if the memorial becomes insecure or otherwise unsafe, the memorial may be laid flat in order to avoid the risk of personal injury and damage.

I/We agree at all times to comply with the Regulations and acknowledge the right of the Parochial Church Council to remove all items from the Churchyard that are not permitted.

I/We undertake to indemnify and keep indemnified the Incumbent (or Priest-in-Charge) and the Parochial Church Council against all costs, liabilities and expenses which he or she may suffer or incur as a result of any failure to comply with the Regulations or arising from any inaccurate or misleading statement made on this application form.

I/We believe that the facts stated in this application are true.

Applicant's signature

Date

¹ The owner of a memorial will be the person who commissioned and paid for it and, upon their death, the heir-at-law of the person or persons commemorated. If you are any doubt as to who is the legal owner, you should discuss the matter with the minister.

**PART B - DETAILS OF MEMORIAL
(TO BE COMPLETED BY CRAFTSPERSON/MEMORIAL MASON)**

HEADSTONE MEMORIAL		
Please use imperial units (e.g. feet and inches) / Delete as appropriate		
Memorial (height measured from ground surface)	Shape Material Colour Finish Dimensions (H x W) Thickness Dimensions & colour (lettering)	 [Granite]; [Limestone]; [Sandstone]; [Slate]* [Natural]; [Black]; [Dark Grey]; [Describe.....] [Matt]; [Honed (but not polished or reflective)]; [Tooled (but not polished or reflective)]; [Natural hewn]
Base	Dimensions (H x D) Thickness	
Inscription & Design		
CREMATED REMAINS TABLET		
Memorial	Shape Material Colour Finish Dimensions (H x W) Dimensions & colour (lettering)	[Desk Top]; [Flat Top] [Granite]; [Limestone]; [Sandstone]; [Slate]* [Natural]; [Black]; [Dark Grey]; [Describe.....] [Matt]; [Honed (but not polished or reflective)]; [Untooled (but not polished or reflective)];
Inscription & Design		
Please attach a scale drawing of the proposed memorial showing the dimensions, shape, colour, design and inscription.		

PART C - DETAILS OF CRAFTSPERSON/MEMORIAL MASON

Name

Address

.....

.....

Email address

Telephone number

Details of memorial fixing accreditation scheme: BRAMM, or RQMF or NAMM retail membership (where applicable) or other:

.....

I/We confirm that:

- I/We have read the Regulations and confirm that the proposed memorial complies with these Regulations.
- The memorial will not be erected until written permission has been obtained from either the Incumbent or the Chancellor of the Diocese.
- If approval is given, the design of the memorial will not be altered before it is erected.
- I/We will ensure that the grave and its immediate surroundings are left neat and tidy and level following completion of the work.
- Due account has been taken of the nature of the ground and any potential settlement problems and that the proposed method of fixing accords with the current edition of BS 8415, and I/we agree to indemnify the Incumbent, Churchwardens and the Parochial Church Council against any liability that may arise out of the failure on my/our part to construct and install the memorial in accordance with the current edition of BS 8415.
- Due account has been taken of the NAMM British Standard Code of Working Practice or any relevant code of practice applicable to the creation, erection or fixing of memorials.
- I/We have public liability insurance in relation to the installation of this memorial to a level of at least £5m.
- I/We acknowledge that if the memorial is found to have been inadequately fixed we will be liable at the direction of the Chancellor to meet the cost of its removal and/or refixing.
- I/We acknowledge that if a memorial is placed which does not comply with the application submitted and the permission granted, I/we will be liable for the cost of its removal.

Craftsperson/Memorial Mason's signature

Date

PART D - MINISTER'S CONSENT

Name

Position

☐ The memorial (including the inscription) described in this application complies with the Regulations and I hereby grant permission for its erection.

The parish's fee for this work will be: £.....

BACS payment details:

Name of account:

Sort code:

Account number:

Or a cheque for this amount should be made payable to

.....PCC.

☐ I am not able to grant permission for the introduction of the memorial described in this application as it does not comply with the Regulations for the following reason/s.

.....
.....
.....
.....
.....

☐ The memorial (including the inscription) described in this application complies with the Regulations but I nevertheless decline permission for the introduction of the memorial for the following reason/s.

.....
.....
.....
.....
.....

Minister's signature

Date

² The 'minister' is (a) the incumbent of a benefice to which the parish belongs, or (b) if the parish is vacant, the person acting as priest in charge or the curate licensed to the charge of the parish, or (c) if there is no such person under (a) or (b) the rural dean of the deanery to which the parish belongs.