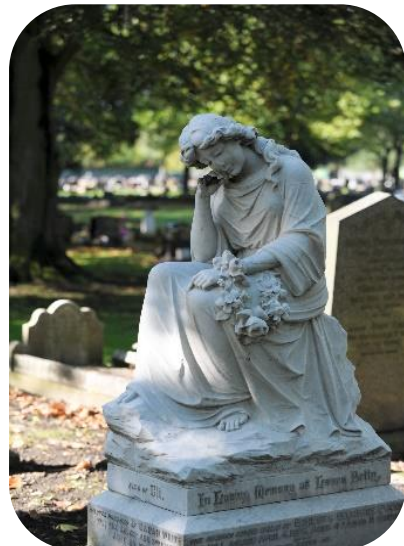


Sandwell Bereavement Services

Management and Maintenance of
Cemeteries and Crematoria



Contents

1. Introduction.....	1
2. Cemeteries and Crematoria in Sandwell.....	2
2.1 Locations.....	2
2.2 Our Commitment.....	2
2.3 Cemetery and Crematoria Grounds Opening Hours.....	2
2.4 Public Toilets.....	3
3. Grounds Maintenance, Safety and Security.....	4
3.1 Regular Grounds Care.....	4
3.2 Supporting Nature and Wildlife.....	4
3.3 Trees.....	4
3.4 Water.....	4
3.5 Reducing Plastics.....	4
3.6 Waste and Recycling.....	4
3.7 Floral Tributes.....	5
3.8 Visitor Guidance.....	5
3.9 Dogs.....	5
3.10 CCTV.....	5
3.11 Vehicles.....	5
3.12 Access.....	6
3.13 Weather and Leaf Clearing.....	6
3.14 Gates and Site Security.....	6
3.15 Get Involved.....	6
4. General Information.....	7
4.1 Main Office Location, Contact Details & Opening Hours.....	7
4.2 Burial Records and Maps.....	7
4.3 Historical Records / Monuments.....	7
4.4 Price Information.....	8
4.5 Photography and Filming.....	8
4.6 Advertising.....	8
4.7 Gratuities.....	8
4.8 Smoking.....	8
4.9 Accreditations / Awards.....	8
4.10 Support with Funeral Costs.....	8

4.11 The Sandwell Funeral Service.....	9
4.12 Direct Cremations	9
4.13 Children’s Funeral Fund	9
4.14 Public Health Funerals	9
4.15 Catering	10
4.16 Pet Burials.....	10
4.17 Compliments, Enquiries and Complaints.....	11
5. Burial Information.....	12
5.1 Purchasing a Grave and Types of Plots	12
5.2 Times of Burials	12
5.3 Coffins.....	13
5.4 Burial Funeral Services	13
5.5 Grave Markers	13
5.6 Reinstatement.....	13
6. Cremations	14
6.1 Cremation Times.....	14
6.2 Pre-Paid Cremations.....	14
6.3 Cremation Services.....	14
6.4 Viewing the Committal	14
6.5 Environmental Standards	15
6.6 Ashes Retention / Scatterings	15
7. Memorials	16
7.1 Cemetery Memorials	16
7.2 Permits for Memorials	16
7.3 Cemetery Memorial Sizes	17
7.4 Erecting Memorials	18
7.5 Benches.....	18
7.6 Inscriptions.....	18
7.7 Marking Memorials.....	18
7.8 Unauthorised Items	18
7.9 Cremation Memorials	18
7.10 Book of Remembrance.....	19
7.11 Memorial Leases.....	19

1. Introduction

The council understands that arranging a burial or cremation can be a difficult and emotional time. Our Bereavement Services team is here to support you with care and compassion. We manage and maintain **nine cemeteries, two crematoria, and eleven closed churchyards** across Sandwell, ensuring they remain peaceful, respectful, and well-maintained.




To help everyone, we have a set of **standards and guidelines**—sometimes called Rules and Regulations. These exist to make sure our cemeteries and crematoria are safe, tidy, and provide a dignified resting place for loved ones, while also protecting the natural environment and local biodiversity.

These guidelines are based on legal requirements, including:

- **Local Government Act 1972**
- **Local Authorities Cemeteries Order 1977**
- **Cremation Act 1902** and other relevant legislation.

Our aim is to provide inclusive services whilst balancing **your choices and wishes** with the need to keep these spaces welcoming and respectful for all. Our intention is to explain what you can expect from us and how we can work together to maintain these special places.

All information within this document is for guidance but if you need more information or advice, we're here to help:

-  **Website:** <https://www.sandwell.gov.uk/burials-cremations/new-contact-bereavement-services>
-  **Phone:** 0121 569 6700
-  **Email:** bereavement_services@sandwell.gov.uk

2. Cemeteries and Crematoria in Sandwell

2.1 Locations

We care deeply about providing peaceful, well-maintained spaces for remembrance. Below are the locations of our cemeteries and crematoria:

Canalside Cemetery	Powke Lane, Rowley Regis B65 0AQ
Fallings Heath Cemetery	Beebee Road, Wednesbury, WS10 9RX
Heath Lane Cemetery	Walsall Road, West Bromwich, B71 3HR
Oldbury Cemetery*	St Paul's Road, Smethwick, B66 1QT
Thimblemill Cemetery	Thimblemill Road, Smethwick, B67 6LS
Tipton Cemetery	Alexandra Road, Tipton, DY4 7NP
Rowley Regis Cemetery and Crematorium*	Powke Lane, Rowley Regis, B65 0AD
Sandwell Valley Crematorium	Newton Road, West Bromwich, B71 3SX
Uplands Cemetery*	Manor Road, Smethwick, B67 6SJ
Wood Green Cemetery*	Wood Green Road, Wednesbury, WS10 9QS

(* closed to new graves)

2.2 Our Commitment

Our dedicated cemetery and crematoria teams care for these sites with respect and compassion. Most locations have on-site resources allocated to them, except Uplands and Wood Green cemeteries. All staff are fully trained and here to help you. If we're unable to meet a specific request, we'll explain why and work with you to find the best possible alternative.

2.3 Cemetery and Crematoria Grounds Opening Hours

Sandwell cemeteries operate on a winter and summer schedule with opening and closing times varying as outlined below:

Period	Months	Times
Winter	1 st October to 31 st March	9am to 4.30pm
Summer	1 st April to 30 th September	9am to 7pm

Please note: Office hours may differ. See Section [4.1 Main Office Location, Contact Details & Opening Hours](#) for details

2.4 Public Toilets

Toilet facilities are available, during office hours at:

- Sandwell Valley Crematorium
- Rowley Regis Cemetery and Crematorium
- Tipton Cemetery
- Fallings Heath Cemetery
- Canalside Cemetery
- Thimblemill Cemetery

3. Grounds Maintenance, Safety and Security

Our cemeteries and crematoria are places of peace, remembrance, and respect. We work hard to keep them safe, well-maintained and welcoming for everyone. Here's what you can expect when visiting:

3.1 Regular Grounds Care

Our teams carry out routine tasks such as mowing, strimming, and weed control to keep the grounds tidy and respectful. We also plant seasonal flowers, shrubs, and bulbs in July and November to ensure year-round beauty and support biodiversity.

3.2 Supporting Nature and Wildlife

Sandwell is proud to have green spaces that support biodiversity — cemeteries and crematoria are not only places of remembrance but also havens for wildlife and plants. They help improve air quality, support climate goals and offer visitors a chance to connect with nature. To protect this, we maintain each site carefully and in ways that encourage wildlife and healthy ecosystems. This will include bird and bat boxes, bug houses and wildflower patches. We also do not collect grass in most areas in line with our commitment to this.

3.3 Trees

Our sites have many mature trees that provide shade and support wildlife. We regularly survey and manage trees for safety. Healthy trees are not normally removed, in line with Sandwell's tree strategy

3.4 Water

Public taps are available at all sites

3.5 Reducing Plastics

We encourage visitors to avoid plastic items, as they harm wildlife and make maintenance harder. Please choose natural materials and real flowers, which are better for the environment and compostable. We're committed to finding greener ways of working to reduce our carbon footprint.

3.6 Waste and Recycling

Bins for waste and recycling are clearly marked and available on site. Our staff check and clear litter regularly. We are committed to recycling where possible.

3.7 Floral Tributes

Cemeteries – following a burial we will normally remove floral tributes, if necessary, after 14 days to keep the grounds tidy and to help with maintenance arrangements.

Crematoria – floral tributes on our flower walks are removed after 7 days for recycling. Seasonal tributes and wreaths are welcome. We usually remove these after **14 days** across both crematoria and cemeteries.

3.8 Visitor Guidance

To keep our cemeteries peaceful and respectful, we ask visitors to:

- Keep vehicles to roadways
- Be considerate of others and staff
- Avoid loud music, shouting, or disruptive behaviour
- Never damage memorials, plants, or wildlife
- Follow staff instructions

Anyone who does not follow these rules may be asked to leave. Aggressive or abusive behaviour will not be tolerated.

3.9 Dogs

Only guide or assistance dogs are allowed inside buildings. Dogs on site must be kept on a lead and under control at all times. Owners must clean up after their dogs—failure to do so may result in prosecution under the Borough’s Public Spaces Protection Order.

3.10 CCTV

Sandwell Metropolitan Borough Council (SMBC) operates a comprehensive CCTV and Concierge Service aimed at reducing crime, anti-social behaviour (ASB), and increasing public safety. Most Cemetery and crematoria sites in the borough have CCTV installed for security purposes. For details about how we manage CCTV and data protection, see <https://www.sandwell.gov.uk/council/privacy-notice/3> and our CCTV code of practice

<https://www.sandwell.gov.uk/downloads/file/5597/cctv-in-cemetery-and-crematorium-grounds>

3.11 Vehicles

To maintain an inclusive approach, visitor vehicles have access to our sites during opening hours. Please use designated parking where available, keep to the roads and avoid grassed areas. The speed limit

is **5mph**. Please be mindful about the security of valuables in your vehicle. The council cannot accept responsibility for theft or damage to vehicles.

3.12 Access

Our staff and contractors may need to temporarily work, for example to store soil on and around existing graves to undertake burials or maintenance. We always take care to minimise disruption.

3.13 Weather and Leaf Clearing

We work hard to keep our cemeteries and crematoria safe and welcoming throughout the year. During autumn and winter, our teams regularly clear leaves and grit paths in line with our weather safety schedules. If you're visiting during wet or icy conditions, please take extra care.

3.14 Gates and Site Security

Our Gate Warden Service locks all sites securely at the end of each day, following the seasonal opening hours listed in Section 2.1. Before locking up, we carry out a full site check for your peace of mind. On rare occasions—such as some bank holidays—we may leave gates open longer. If you're unsure, please contact us before visiting.


3.15 Get Involved

Would you like to help make our cemeteries and green spaces even better? Join one of Sandwell's Friends Groups—local volunteers who care about their community spaces.


Friends Groups help with:

- Organising walks, talks, and events
- Fundraising for improvements
- Promoting green spaces in the community
- Advising on future projects
- Volunteering for maintenance and planting
- Practical tasks like litter picking, tree planting, and educational visits

If you'd like to get involved, please contact us

 **Phone:** 0121 569 6700


 **Email:** bereavement_services@sandwell.gov.uk


 You can also find more details on Friends Groups on our website at : <https://www.sandwell.gov.uk/parks-green-spaces/friends-groups-sandwell>

4. General Information

4.1 Main Office Location, Contact Details & Opening Hours

The main bereavement administration office is located at Sandwell Valley Crematorium, Newton Road, West Bromwich, West Midlands, B71 3SX.

 **Phone:** 0121 569 6700

 **Email:** bereavement_services@sandwell.gov.uk

 **Website:** www.sandwell.gov.uk/bereavement

The main administration office is open from the following times:

Monday to Wednesday	9:00am to 4.30pm
Thursday	10am to 4.30pm
Friday	9:00am to 4pm
Saturday	9:00am to 12.30pm

The office is closed on Sundays and on Public Holidays.

4.2 Burial Records and Maps

We keep all cemetery records and maps at our main office. For family history or grave location details:

- Visit Deceased Online  www.deceasedonline.com
- Or book an appointment by phoning or emailing us.

4.3 Historical Records / Monuments

Our cemeteries hold important local history, including:

- [**Jack Judge**](#)'s grave (composer of *It's a Long Way to Tipperary*) at Oldbury End Cemetery
- **Tipton Cemetery memorial** for 19 teenage girls killed in the [**Dudley Port explosion**](#) in 1922
- **Titanic grave at Heath Lane** – John Wesley Woodward was a cellist on board the ill fated ship <https://www.expressandstar.com/news/2012/12/12/new-memorial-stone-for-west-bromwich-cellist-on-titanic/>
- War graves and memorials at Fallings Heath, Wood Green, Heath Lane, Tipton, Uplands, and Rowley Regis. <https://www.sandwell.gov.uk/burials-cremations/historical-records-ancestry>

4.4 Price Information

Fees and charges are reviewed annually.

See the latest price list here: <https://www.sandwell.gov.uk/burials-cremations/new-bereavement-services-price-information>

4.5 Photography and Filming

Please do not take photos or film funerals or memorials without permission.

For filming consent visit: www.sandwell.gov.uk/filming

4.6 Advertising

Advertising or distributing business cards or leaflets is not allowed on our sites.

4.7 Gratuities

Staff and contractors cannot accept tips, gifts or carry out private work.

4.8 Smoking

Smoking is not permitted near our buildings and only in designated areas.

4.9 Accreditations / Awards .

We're proud to hold:

- **Green Flag Awards** for Tipton Cemetery, Sandwell Valley Crematorium and Fallings Heath Cemetery
- **ICCM Cemetery of the Year Award** for Tipton Cemetery
- **ICCM Charter for the Bereaved** accreditation

We also follow The Institute of Cemetery and Crematoria Management (ICCM) and Federation of Burial and Cremation Authorities (FBCA) guidance.

<https://www.iccm>

<https://www.fbca.org.uk/code-of-burial-practice/>

<https://www.fbca.org.uk/code-of-cremation-practice/>

4.10 Support with Funeral Costs

When someone dies it can be a very distressing time for those who will be making the funeral arrangements, especially if there are concerns about how the funeral will be paid for. You may be entitled to a funeral

payment from the **Social Fund**, if you or a partner is receiving certain benefits.

Further information is available on the Government website:

 <https://www.gov.uk/funeral-payments>

4.11 The Sandwell Funeral Service

The Council offers a range of more affordable funeral options in partnership with **Trinity Funerals**, which includes:

- A service at Sandwell Valley or Rowley Regis Crematorium
- Care of your loved one
- Coffin and cremation fees
- Minister to conduct the service
- Music choices via Obitus media
- Burial options are also available

For details:


 **0121 569 6700**

 bereavement_services@sandwell.gov.uk

 Bereavement Services Website

<https://www.sandwell.gov.uk/burials-cremations/sandwell-funeral-service-low-cost-funeral>

4.12 Direct Cremations

We also offer Direct Cremation for families who prefer a simple, unattended option. Please contact us  **0121 569 6700** for details or visit <https://www.sandwell.gov.uk/burials-cremations/arranging-cremation-1>

4.13 Children's Funeral Fund

The Children's Funeral Fund covers the cost of funerals for babies, children, and young people under 18. Parents can also choose to purchase a grave for themselves and their child at the time of booking.

For advice, please contact our team on  **0121 569 6700**

or visit:  www.gov.uk/child-funeral-costs


4.14 Public Health Funerals

Sandwell Council arranges funerals when no other arrangements are being made—for example, if the deceased has no family or left no will. This duty is set out in Section 46 of the Public Health (Control of Disease) Act 1984, which also allows the council to recover costs from

the deceased's estate.

If the death occurred outside Sandwell, the local authority for that area will take responsibility.

More information about S46 Funerals can be found here:

 <https://www.sandwell.gov.uk/burials-cremations/new-public-health-funerals-section-46>


4.15 Catering


Sandwell Valley Crematorium has a private, purpose built Reception Suite available for hire. This a peaceful space for wakes, with menus for up to 80 guests and a licensed bar. All food is freshly prepared on-site.

There is also a coffee shop at Sandwell Valley Crematorium. Usual opening hours are:

- Mon–Fri: 9:00am – 3:00pm
- Sat: 9:00am – 2:00pm

For more details, please contact us on

 **0121 569 6700** or see our website:

 <https://www.sandwell.gov.uk/burials-cremations/sandwell-valley-crematorium-wake-facility-coffee-shop>

4.16 Pet Burials

A dedicated pet cemetery is located off Forge Lane, behind Sandwell Valley Crematorium. This provides a tranquil space for families to remember beloved companions. Services include:

- Burial plots for domestic pets
- Burial or scattering of ashes
- Memorials in landscaped gardens

Opening hours for visiting are:

- Apr–Sep: 9:00am – 7:00pm
- Oct–Mar: 9:00am – 4:30pm

For more information:

 **0121 569 6700**

 bereavement_services@sandwell.gov.uk

 Bereavement Services Website:


<https://www.sandwell.gov.uk/burials-cremations/new-pet-cemetery-funeral-service>


4.17 Compliments, Enquiries and Complaints

Your feedback is important to us—it helps us improve and make sure our services meet your needs.

If you'd like to share a compliment, ask a question, or raise a concern, you can:

- Use your [MySandwell Account](#) online system, which will keep you updated as we review and respond
- Or contact us directly:

 **Email:** bereavement_services@sandwell.gov.uk

 **Phone:** 0121 569 6700

We value every comment and will always do our best to respond promptly and sensitively.

5. Burial Information

5.1 Purchasing a Grave and Types of Plots

There are five cemeteries in Sandwell where new burial plots can be purchased (see Section 2: [Cemetery and Crematoria Locations](#)). We offer several types of sections so families can choose what feels right.

- **Lawn Section**
Available at Fallings Heath, Heath Lane, Canalside, Thimblemill, and Tipton Cemeteries. *Headstone only permitted. To help us maintain the site we ask that you do not place floral tributes on these graves.*
- **Traditional Section**
Available at Tipton, Thimblemill, Canalside, and Fallings Heath Cemeteries. *Headstone with full kerb set permitted.*
- **Cremated Remains Section**
Available at all cemeteries except Uplands.
- **Muslim Section**
Available at Thimblemill, Canalside, and Fallings Heath Cemeteries. *Pre-installed chamber graves at Fallings Heath and Thimblemill allow same-day burials.*
- **Baby Section**
Available at Tipton, Heath Lane, Fallings Heath, Canalside, and Thimblemill Cemeteries.

Please see our website for further information.

<https://www.sandwell.gov.uk/burials-cremations/arranging-burial-1>

Please note:

On order to protect burial space at a point of need, pre-purchase of graves is no longer available. If you already own a grave or wish to use an existing one, please provide the original deeds to your funeral director or Bereavement Services when booking. Only the grave owner and those nominated by them can be buried in that grave.

5.2 Times of Burials

Burials can be booked 364 days a year (except Christmas Day).

Standard times:

- **Mon–Fri:** 9:15am – 3:15pm
(subject to paperwork and payment being completed)
- **An [out-of-hours service](#)** operates:
Summer: until 6:30pm (Mon–Sun)

Winter: until 3:15pm (Sat & Sun only)

Same-day burials are possible if all documents, including the **Certificate of Disposal**, are ready and presented at the graveside.

5.3 Coffins

The deceased must be in a closed coffin with a clear name plate showing their full name (as on the official certificate). Nicknames may also be included.

For shroud burials, the deceased should be placed in a coffin with a removable lid and name plate.

All cremation coffins should comply with DEFA PG5/2 Guidance

5.4 Burial Funeral Services

We aim to meet the needs of every family with care and respect. If something isn't possible, we'll explain why and help find alternatives.

On the day of the burial:

- Our team will prepare the grave aligned to the information provided by your chosen Funeral Director.
- We will guide the Funeral Director to the correct location.
- If a large attendance is expected, please let us know in advance

5.5 Grave Markers

After a burial, we place a temporary grave marker. Additional markers can be purchased (see our [price information](#)).

Markers stay in place until a permanent memorial is installed. Baby burials always include a marker.

5.6 Reinstatement

After burial, graves will be levelled and either seeded or re-turfed depending on the time of year. Graves will also be topped up if required after settlement, usually after 6 months. If you would like advice or help regarding this please speak to our staff.

6. Cremations

We provide cremation services at **Sandwell Valley Crematorium** and **Rowley Regis Crematorium**. Our aim is to make this process as smooth and respectful as possible for families.

6.1 Cremation Times

Cremations and scatterings can be booked **364 days a year** (closed Christmas Day).

- **Monday–Friday:**
 - Sandwell Valley: 9:15am – 4:00pm
 - Rowley Regis: 9:15am – 4:00pm
- **Saturday:** Out-of-hours cremations and scatterings available at Sandwell Valley.



6.2 Pre-Paid Cremations

Planning ahead can ease stress and lock in today's prices.

Benefits include:

- Avoiding rising costs
- Flexible options for ashes placement
- Peace of mind for loved ones

To arrange a pre-paid cremation:

- Complete a [pre-purchase cremation form](#)
 - Return it to Sandwell Valley Crematorium or  email it to: bereavement_services@sandwell.gov.uk
- If you need help please call us  **0121 569 6700**.

6.3 Cremation Services

- Chapels are booked in **45-minute slots** (30 minutes in chapel for the service).
- Extended services are available.
- Music/media is available via our partner **Obitus**. Please liaise with your chosen Funeral Directors.
- Our chapels can accommodate the following numbers of people.
 - Sandwell Valley: up to **150 people**
 - Rowley Regis: up to **110 people**

6.4 Viewing the Committal

This facility is available at both sites. Please speak to your chosen Funeral Director to arrange.


6.5 Environmental Standards

We promote the use of sustainable coffins. Coffins must be made of materials that can be cremated cleanly without harmful emissions. Your chosen Funeral Director will be able to advise on acceptable types of coffins. <https://www.cremation.org.uk/environmental-protection-act-1990-part-1-1995-revision>
<https://www.fbca.org.uk/code-of-cremation-practice/>

6.6 Ashes Retention / Scatterings

- Ashes are held at the crematorium for **up to two months**. After this, charges apply.
- If you are collecting personally please [contact us](#) to arrange collection from the main office. Please bring photographic ID with you.
- We will contact the applicant for cremation twice. If no response after six months, ashes will be respectfully scattered in our memorial gardens, and a record kept.
- Scatterings can be arranged in the memorial gardens or on graves at both crematoria and some of our cemeteries. Weekend scatterings are available.
- If bringing ashes from another crematorium, please complete an [application form](#) and  email it to : bereavement_services@sandwell.gov.uk.
- Costs are listed in our [price information](#)

For full cremation guidance, visit:

 <https://www.sandwell.gov.uk/burials-cremations/arranging-cremation-1>

7. Memorials

Memorials provide a lasting tribute to loved ones. We offer a range of options for headstones and memorials at Sandwell's cemeteries and crematoria.

Our **Memorial Advisors** can guide you through choices and costs in a one-to-one consultation. Appointments are available on weekdays and Saturday mornings.

 Call us on **0121 569 6700** for more information

7.1 Cemetery Memorials

To place a memorial in a Sandwell cemetery:

- Please contact a **licensed Memorial Mason** registered with [British Register of Accredited Memorial Masons](#) (BRAMM) or the [National Association of Memorial Masons](#) (NAMM) who allowed to install memorials in Sandwell cemeteries.
- Permitted memorial sizes vary by cemetery—your memorial mason can help you. An overview of what is permitted can be found in 7.3 below.
- Memorials must meet **British Standard BS8415:2018** and comply with BRAMM/NAMM codes of practice.

Important:

- Memorial safety is the responsibility of the grave owner/family.
- The council as a burial authority is not responsible for third party damage to memorials. We therefore recommend that you consider insurance for your memorial.
- The council carries out regular safety inspections and will notify families if repairs are needed.
- We reserve the right to ask a memorial masons to dismantle memorials to check fixing methods and for the preparation of burials.

7.2 Permits for Memorials

Before installation work begins, a permit application must be submitted by the Memorial Mason via the portal: <https://sandwell.plotbox.io/>,

Applications must include:

- Grave owner details
- Mason details
- Grave location
- Description and diagram of memorial

- Signed declaration confirming compliance with BRAMM/NAMM standards

Approval usually takes **around two weeks**.

Masons must present the approved permit and fixer licence to the staff on site before starting work.

7.3 Cemetery Memorial Sizes

Cemetery memorial size regulations

Any size memorial is permitted on each section, as long as it does not exceed the following measurements:

	Height	Width	Depth/length
Traditional and Muslim sections			
All cemeteries excluding Uplands:	5'	3'	7'
Uplands Cemetery:	5'	3'	6'6"

Lawn type sections including Section 17, 18, 19, 20, 21 & 22 at Rowley Regis Cemetery			
All cemeteries:	5'	3'	1'

Rowley Regis Plots 14, 15 and 16 (on slope)			
Rowley Regis above plots only:	2'	3' 6"	1'10"

Cremation Plots*			
All cemeteries excluding below:	2'	2' 10"	2'
Tipton Cemetery Section E C/R, Rowley Regis Section 19 C/R A1 & B1 Thimblemill Cemetery C/R Heath Lane A C/R and Fallings Heath A C/R:	2'	2'	1'
*Please note that the memorial must sit flush with the front of the concrete raft			

S/B Baby Sections			
Rowley Regis, Tipton, Thimblemill and Heath Lane & Fallings Heath:	16"	20"	26"

If you are still unsure of any memorial size permitted, please call our Memorial Advisors on either **0121 569 6791** or **0121 569 6793**

7.4 Erecting Memorials

- Work must be done during office hours (Mon–Fri).
- Memorials must match the grave type (e.g., lawn, traditional, baby).
- Materials and tools must be transported carefully to avoid damage and removed after completion.

For advice on memorial types and measurements, contact our Memorial Advisors 0121 659 6700 or visit our [memorial website](#)

7.5 Benches

Memorial benches are installed in some of our cemeteries but space for these is limited. Please contact our memorial advisers if you are interested in purchasing a bench to check on availability and options. Please note that all benches within our cemeteries are for public use and that purchasing such a memorial does not provide any exclusivity of use.

7.6 Inscriptions

- Offensive or discriminatory wording will not be approved.

7.7 Marking Memorials

- Personal items left on graves are at the owner's risk.

7.8 Unauthorised Items

No unauthorised memorials, edging, fencing, slate, or stones should be placed on lawn graves.

If found:

- We will contact the grave owner and allow one month for removal.
- If items remain, they may be removed and stored for six months before disposal.

7.9 Cremation Memorials

We offer a wide range of memorials to help you remember your loved one in a special way. You can explore options on our website <https://www.sandwell.gov.uk/downloads/file/4117/memorial-information-booklet>

You'll also find a number of [online application forms](#) and price details available on our [website](#).

If you'd like personal guidance, we offer **one-to-one consultations** with a Memorial Advisor. They can help you choose the right memorial and provide a bespoke quote. Appointments are available on weekdays and Saturday mornings. Please call us to book an appointment: 📞 **0121 569 6700**

7.10 Book of Remembrance

Both Rowley Regis and Sandwell Valley Crematoria have a Book of Remembrance, where you can choose a hand-painted inscription for a special date.

Each crematorium has a dedicated book room and an electronic version, which can also be viewed online:

- [Rowley Regis Crematorium Book of Remembrance](#)
- [Sandwell Valley Crematorium Book of Remembrance](#)

7.11 Memorial Leases

All memorials are provided on a lease basis. If you're unsure about your renewal date or have changed address, please contact us:

📞 **0121 569 6791** or **0121 569 6793**

7.11 Memorial Renewals

If you have an existing crematorium memorial in our gardens of remembrance and wish to renew it, you can do so online using your [My Sandwell account](#). Please wait until you receive a renewal letter, as you'll need the **Memorial ID number** included in the letter.

Any memorials not renewed will be removed. You will be contacted to see if you wish to collect. If you do not respond we will hold your memorial for 6 months.

Further information can be found on our website:

🌐 <https://www.sandwell.gov.uk/burials-cremations/memorials-1>