

**THE DUNCAN MEMORIAL UNITED METHODIST CHURCH  
RULES FOR PLACEMENT OF CREMAINS IN THE COURTYARD  
(a consolidation of Resolutions Approved 7/16/92 and 5/17/94)**

**COURTYARD USE RESOLUTION**

Traditionally, cemeteries have been an integral part of church yards but increasing populations, changing lifestyles, and availability of land have changed, and church cemeteries are no longer possible in most locations.

By this resolution Duncan Memorial United Methodist Church of Ashland, Virginia, hereinafter referred to as “the church” will expand the use of the courtyard surrounded by the sanctuary, the colonnade, the Sunday school building and the multipurpose room, hereinafter referred to as the “courtyard” to make the courtyard available as a repository for ashes remaining from cremation with the following rules:

- A. The courtyard area will be available for all church-related or approved functions, and nothing shall be done to discourage or inhibit such uses of this space.
- B. The courtyard will be available to deposit cremation ashes of those desiring to be placed there, in accordance with the following conditions:
  1. Use would be limited to members of the church and their immediate families.
  2. Services would be performed or supervised by the minister of this church or his/her substitute.
  3. Ashes would be deposited in the cultivated space around the existing plantings.
  4. Ashes would be put directly into the ground and not enclosed in a container.
  5. No individual markers or monuments or any other display would be permitted in the courtyard except as herein described.
  6. The method of recording persons whose remains are now or shall be placed in the courtyard in the future shall be a plate and a written record
  7. The size of the plate shall be 7.5 x 2 inches.
  8. Material for the plate shall be bronze with dark background and raised polished lettering.
  9. The plate thickness shall be 3/8 inches.
  10. There shall be no borders.
  11. All plates after the first plate shall be exactly matching.
  12. The plate inscription shall be:  
last name (first line)  
given names (second line)  
year born -year died (third line)
  13. Persons whose remains have no other resting place may also be represented by a matching plate.

14. The plates shall be located on the exterior brick wall, on the exterior of the colonnade and to each side of the doors from the colonnade into the courtyard. These are to be placed approximately one brick course below the lamps and to extend to approximately the top of the window sills. When this space is filled this committee will select additional space for approval of the congregation.
  15. The plate location will be headed by an additional plate referred to as the subscription plaque. This is a plate the width of the individual plates made of the same material and somewhat deeper to accommodate an appropriate message of approximately six lines each to have 30 characters. Dr. Richard Soulen will word the message.
- C. A written record shall be placed in a bound book to be kept in the church library.
1. A suitable copy of the written record to be kept in the lock box of the church under supervision of the trustees.
  2. Contents of the written record shall contain: full name of deceased, complete birth and death dates, residence at time of death, name of parents of deceased, approximately 12 additional lines of information to be selected by the family of the deceased.
- D. A minimal contribution will be accepted by the church to cover the cost.
- E. An agreement between the church and the family indicating that the family understands these conditions shall be signed by the next of kin prior to interment.

Committee Members: Pat Herbert, Liz Stiles, Bill Hamner, Carl Baskin, Dick Soulen, and Van Shamburger, Kathryn Stephens, Edward Marshburn.