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BURIAL GROUND REGULATIONS AND FEES

March 2019 issue

These regulations have been made by the Council to ensure that all burials within the Cemetery are conducted in a decent and solemn manner and to ensure the proper administration of the Cemetery. The Council may at their discretion relax, alter or vary the regulations or deviate therefrom in any particular instance if it shall appear to them to be desirable so to do. The Council shall not be under any liability to any person by reason of these regulations or any relaxation or deviation therefrom.

GENERAL:

1. All visitors to the Cemetery must keep to the walks, except when visiting a particular grave, and shall observe proper decorum in all respects.
2. No one shall, by any violent or indecent behaviour, prevent, interrupt or delay the decent and solemn burial of any body.
3. The allocation of plots and the burial therein are placed under the care of the Clerk.
4. All dogs taken into the Cemetery must be on a lead and prevented from fouling.

INTERMENT:

5. Notice of any interment must be given to the Clerk at least 48 hours before the time of the proposed interment (excluding Saturdays, Sundays and Public Holidays) except in cases of death from infectious disease or other interments required immediately upon medical or Coroner's certificates.
6. The Certificate of the Registrar of Deaths, or when an inquest has been held, the Certificate of the Coroner, must be produced and handed to the Clerk (or their representative) before any interment takes place.
7. All interments shall take place between the hours 9.00am to 4.00pm on Monday to Sunday.
8. The random reservation and/or selection of grave spaces is not permitted. The Clerk will allocate spaces in order.
9. Caskets, wooden or biodegradable coffins must be used in all instances for interment purposes.
10. An interment of any person who is not an inhabitant, parishioner or ratepayer of Spratton will only be allowed in a grave space for which the exclusive right of burial has been purchased.
11. The depth of a grave will, on every occasion, whether the exclusive right of burial has been purchased or not, be subject to the regulations of the Council and no grave will be allowed to be deepened after the first interment.
12. All graves will be dug to 'double depth' unless by purchase of exclusive right only one burial is permitted in the grave space.
13. Any part of the coffin must be at least 3 feet and not more than 5 feet 6 inches below the level of the ground adjoining the grave.
14. Any coffin must be separated from any other coffin already in the grave by means of a layer of earth not less than 6 inches in thickness.
15. Where, in the Cemetery, any grave is reopened for the purpose of making another interment therein any human remains interred therein shall not be disturbed or any soil which is offensive removed there from.

16. Arrangement for the digging of graves must be by the relatives, or the Funeral Director, who must ensure that such safe working practices as are necessary under the Health and Safety at Work Act in relation to shoring, etc. are observed.
17. The time arranged for an interment must be the time at which the cortege is to arrive at the Cemetery and must be strictly adhered to.

EXCLUSIVE RIGHTS OF BURIAL:

18. The Council may grant the exclusive right of burial in any grave space for a period of 99 years.
19. Owners of exclusive rights of burial cannot transfer such rights to anyone without the consent in writing of the Council.
20. No grave for which the exclusive right of burial has been granted shall be opened without the owner of the right of burial or his executor or agent authorising it by completion of a form available from the Clerk or by submitting a similar form specifically intended for this purpose.

MEMORIALS:

21. Details including a sketch drawing of any memorial together with the proposed wording on any inscription shall be submitted for approval at the time of the application for the grant of consent to erect the memorial.
22. No gravestones, monuments, tablet or memorial other than a headstone or footstone which shall be not more than one metre high and of a design approved by the Council. A horizontal tablet of eighteen inches square of a design approved by the Council, laid in line with adjoining headstones and not protruding above ground level, will be allowed for interment of casket.
23. Any flower vase shall form part of the headstone base. No separate vase or memorial on the grave area is permitted.
24. No planting of any kind is allowed on the grave area.
25. Memorials should be made from quarried materials or good quality timber which should be specified at the time of making application for consent to erect on the grave. Plastic or other synthetic materials, reconstituted stone, soft limestone or vases made from pottery or glass are not permitted. Parish Council reserve the right to remove any article not conforming to the regulations.
26. No memorial stone, slab or headstone shall have a thickness of less than 50 mm (2 inches) nor shall any concrete foundation have a thickness of less than 75 mm (3 inches).
27. Memorials for the Garden of Remembrance shall be 16"x16" thickness 2" with a desk of 14"x16" thickness 2"x4".
28. Memorials shall be provided with adequate foundations and shall be properly fixed with dowels or joggles between the individual parts
29. In the Children's Section ONLY kerbing is allowed and small monuments, not above one metre high, are allowed subject to the approval of the Council.
30. No headstones or other permanent memorial will be permitted to be erected or allowed on graves for which the exclusive right of burial has not been purchased.
31. All rubbish, stone, etc. remaining after completion must be removed.
32. All material for headstones must be conveyed into the Cemetery under the direction of the Clerk to avoid the cutting up of footpaths. Mats, planks, boards or canvas are to be used as required to minimise damage.
33. No hewing or dressing of stone or other operation of that kind will be permitted within the Cemetery or the approaches thereto unless specifically sanctioned by the Council. Work in connection therewith will not be permitted on Saturdays or Sundays or so as to interfere in any way with any burial or service.
34. Every headstone must bear the number of the grave it is to be erected on. This number is to be at the bottom rear of the memorial.
35. All memorials of whatever description admitted to the Cemetery or permitted to be placed therein shall remain at the sole risk of the Owner. The Council will not be responsible for any damage or breakage that may occur.
36. There is an allocated area for cremated remains burials. The scattering of ashes is allowed within a section of that area.
37. The planting of trees, bushes and shrubs, other than those planted by the Parish Council, is not permitted in the Cemetery.
38. The planting of a standard type tree and plaque is permissible at requester's cost but only at the discretion of the Parish Council. The size and type of the tree must first be agreed and then planted in designated areas as marked on the Cemetery plan. The Parish Council retain the right to prune trees and remove trees that die.

39. After a suitable period of time, the Parish Council will remove excess soil from the grave area and reinstate to a level surface.
40. The Council shall be indemnified by persons carrying out any work in the cemetery against any claims arising from all works. The Council accepts no liability for claims arising from work carried out by third parties.
41. The Council accepts no responsibility for damage or loss howsoever caused.
42. On at least an annual basis, Councillor Wardens appointed to each cemetery will make safety checks on memorial headstones. If any are found to be unsafe, the family of the deceased will be contacted to promptly arrange the securing of the headstones in the interests of public safety. In cases where a family cannot be contacted, or there is delay with action, and the memorial is considered to be very unsafe and a danger, the Councillor Warden or the Clerk will lay the memorial down with great respect and sensitivity.

RECORDS AND FEES:

43. A register of burials and a register of graves will be kept at the home of the Clerk where, by appointment, searches may be made and certified extracts obtained at the enquirer's expense.
44. All fees and charges are payable to Spratton Parish Council who reserve the right to make alterations from time to time. Cheques and BACS payments are to be made payable to 'Spratton Parish Council'.
45. The current fees and charges, effective as from April 1st, 2016 are as follows:

Purchase of Plots:

6ft x 3ft double depth burial plot	£300.00
Garden of Remembrance plot (including excavation of urn hole)	
Adult	£220.00
Children (16 and under)	£ no fee

Burials:

Burial of adult	£250.00
Burial of child (16 and under)	£ no fee
Burial of a still-born child (or whose age did not exceed 1mth)	£ no fee
Scattering of ashes in the Garden of Remembrance	£ no fee
Excavation of hole in standard grave for burial of ashes	£60.00

Fees for non-residents or people who have not lived in the Parish for the previous ten years will be double the amount listed above. Residents who have been taken into Care Homes will be exempt from this and will incur the standard fees.

Monuments and Gravestones:

Headstone & Inscription	£170.00
Cremation Memorial headstone	£170.00
Additional Inscription	£60.00
Vase	£60.00
Tablet	£110.00
Tree	£60.00
Memorial Seat	£60.00
Grave Surround (children's area only)	£60.00

The Burial Plot number, as advised by the Parish Clerk, is to be engraved onto the bottom rear of the memorial (see note 33)

Emma Gibson
(Clerk to Spratton Parish Council)

By resolution of Council on 17th September 2019