

# Deanshanger Parish Council

## Burial Ground Regulations & Fees



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## **CEMETERY - REGULATIONS AND FEES**

These regulations have been made by the Deanshanger Parish 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 there from 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 there from.

These regulations will be reviewed every 3 years with the fees being reviewed annually.

### **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 or any person's legitimate business within the grounds.
3. The allocation of plots and the burial therein are placed under the care of the Clerk.
4. No dogs allowed into the cemetery, except guide dogs.
5. Children under 12 years old must be accompanied by an adult
6. The Cemetery is open to visitors from Sunrise to Sunset

### **INTERMENT:**

5. Notice of any interment must be given to the Clerk at least 72 hours before the time of the proposed interment, this time excludes 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 delivered to the Parish Office at least 24 hours before the Burial or Interment.
7. All interments shall take place between the hours 9.00am to 4.00pm on Monday to Sunday.
8. The reservation of plots is not permitted. The Clerk will allocate spaces in order as required.
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 Deanshanger Parish will not be allowed in a grave space unless exclusive right of burial has already been purchased, Residents who have been taken into Care Homes will be exempt from this and will incur the standard fees.
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. Graves will be dug to '**double depth**' with the exception of children unless by purchase of exclusive right only in which case 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. All spoil, stone, etc. remaining after completion must be removed from burial ground and car park.
18. 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:**

19. The Council may grant the exclusive right of burial in any grave space for a period of 99 years.
20. Owners of exclusive rights of burial cannot transfer such rights to anyone without the written consent of the Deanshanger Parish Council.
21. No grave for which the exclusive right of burial has been granted shall be opened without the owner of the right of burial, 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.
22. The purchase of Exclusive Rights of Burial means that your personal data will be stored by DPC for the use of managing the burial ground and the processing of payments.  
For full details of DPC's data protection and privacy notice, please refer to the Data Protection Policy.

**MEMORIALS:**

23. No gravestones, monuments, tablet or memorial other than a headstone which shall be not more than 3 feet high, and of a design **approved** by the Council and or a removable vase shall be erected on any grave space except as detailed in Regulations 24 below. Kerbed memorials are not allowed and unmarked graves will be numbered by Parish Council.
24. A tablet or desktop slope of 18 inches by 12 inches (12" wide when viewed from the East) of a design approved by the Council and laid in line with adjoining headstones and not protruding more than 3 inches above ground level, will be allowed for interment or casket.
25. The Grave area is to remain grass with maintenance being the responsibility of the family.
26. Permission of the Council is required prior to all headstones, or inscription, being installed. Applications for such permission must contain a drawing, detailing dimensions of the proposed memorial in line with 21–22 above. The work shall be under the control of the Clerk and all such precautions necessary to protect the property of the Council, or any monuments already erected, shall be taken
27. 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
28. 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. Any damage caused is the responsibility of the holder of the exclusive rights, their relatives or their agent or undertaker.
29. 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 other service being conducted at the time.
30. Every headstone must bear the number of the grave it is to be erected on. This number is to be carved at the rear, bottom left hand corner of the memorial. No advertising, including Funeral Director details, is to be on any part of the memorial.
31. All memorials, of whatever description, admitted to the Cemetery or permitted to be placed therein shall remain at the sole risk and responsibility of the Owner. The Council will not be held accountable or responsible for any damage or breakage that may occur.
32. The scattering of ashes is not allowed. However, they may be interred in a plot with exclusive rights of burial.

33. The planting of trees, bushes and shrubs, other than those planted by the Parish Council, is not permitted in the Cemetery under any circumstances. (With the exception of small Perennials, Pansies Crocus etc.)
34. 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.
35. The Council accepts no responsibility for damage, or loss, howsoever caused.
36. 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 on the same plot.

**RECORDS AND FEES:**

37. A register of burials and a register of graves will be kept at the office of the Clerk where, by appointment, searches may be made and certified extracts obtained at the enquirer's expense.
38. All fees and charges are payable to the Deanshanger Parish Council who reserve the right to make alterations from time to time. Cheques are to be made payable to "Deanshanger Parish Council".

*Deanshanger Parish Council*

39. The current fees and charges are as follows:

	Parishioner	Non Parishioner
Interment in Grave (re-opening)	£280.00	£294.00
Interment In Grave (double depth)	£280.00	£294.00
Exclusive Rights for Burial	£280.00	£294.00
Transfer of Exclusive rights of Burial	£11	£11
Interment of Ashes	£148.00	£164.00
Exclusive Rights for ashes	£148.00	£164.00
Ashes into grave with Exclusive Rights (re-opening)	£148.00	£164.00
Memorial	£126.00	£132.00
Additional Inscription to Existing Memorial	£23.00	£24.00
Memorial Tablet	£67.00	£70.00
Memorial Cube (pot)	£67.00	£70.00
Wooden Cross	£40.00	£42.00

Fees for under sixteen's will be waived.