

Croxdale and Hett Parish Council

Cemetery Policy

Croxdale and Hett Parish Council owns and is responsible for the public cemeteries in Croxdale and Hett. The Council reserves the right to amend any of the cemetery rules and regulations at any time.

Exclusive Rights of Burial

An exclusive right of burial is where someone purchases the rights to a particular grave plot. The right of burial is given in the form of a deed. The purchase is of a right of burial plot, not the land itself, ownership of which remains with the Council.

The exclusive right of burial in a private grave shall be for the term of ninety nine years. A deed of exclusive right of burial in a private grave for a term of ninety nine shall be made to the purchaser of such a right and that person shall be registered in the Burial Authority records of the cemetery as the owner of the grave space.

If no burial takes place during the purchased period (99 years) and the Council has not received a request for renewal from the owner of the right of burial, then the Council may grant a right of burial to another person. Every reasonable effort will be made to notify the previous owner of the right, his successor in title, or personal representative, and give the option to renewal first.

When the registered owner of a 'right' of burial dies, the person organising the burial must provide satisfactory proof of title, usually a copy of the deed that was issued when the right of burial was purchased. At the time of arranging the funeral of the current deed holder, it is recommended that the deed be transferred to another family member to assist with the smooth organisation of future burials.

The owner of a right of burial can also give up their right to the Council before the 99 years is up. The right of burial may be transferred with the prior approval of the Council. Proof of ownership of the deed will be required before transfers effected.

Notice of Interment

Notice of proposed interment shall be given to the Clerk to the Parish Council and all fees and charges shall then be paid. No less than 48 hours' notice shall be given for an interment.

When notice is given of the first interment in a private grave, the person responsible for making the arrangements shall indicate whether the grave will be required for one, two or three persons, and the number of the interments in that shall be limited accordingly. This limitation shall not apply to the interment of ashes.

Burial Certificate

A certificate of disposal issued by a Registrar or Deputy Registrar of Births Deaths or a Coroner's order for burial shall be sent to the Clerk before interment or as soon as possible. Any person procuring a burial who fails to deliver such certificate or order shall be required to make a written declaration in the prescribed form in accordance with the Registration of Births, Deaths and Marriages Regulations 1968. A person failing to comply with these requirements shall be liable to prosecution.

Exhumation

After interment, a body, or casket containing the ashes of a body, shall not be removed from a grave without the production to the Clerk of the necessary faculty or licence, in accordance with statutory requirements.

Grave Spaces Measurements

All work in connection with the excavation of a grave shall be carried out by the undertaker or a contractor employed by the undertaker.

A grave space shall measure 9 feet by 4 feet for the interment of an adult and 5 feet by 3 feet for the interment of a child. The required excavation for an interment within these measurements of an adult may be to a maximum depth sufficient for three interments.

Flowers and Wreaths

Flowers and wreaths may be placed on the grave, however, they may be removed by the Council two weeks after the funeral or earlier if they start to decay. The Council do not permit artificial trees, plants or shrubs to be placed on any grave space. Floral tributes will be removed when, in the opinion of the Council, they become unsightly. No planting is allowed on the grave. Flowers and plants will be removed when, in the opinion of the Parish Council, they become unsightly. All rubbish / waste flowers are to be placed in the bin(s) provided.

Memorials and Headstones

A memorial can only be fitted after a minimum of 12 weeks following a burial. This period allows the ground to settle. Application for permission to erect or place a memorial or marker on a grave space shall be made to the Clerk and be accompanied by details of the proposed wording and marking.

The approval of the Council is necessary before a headstone is placed in the Burial Ground and before the alteration or addition of an inscription to a headstone. The application for approval must contain full particulars of the application including a drawing of the headstone and its specifications, including the nature and quality of the material to be used, showing all dimensions.

All new memorials and headstones must be installed by suitably qualified memorial masons, registered with the British Register of Accredited Memorial Masons (BRAMM).

Monumental masons must provide a minimum guarantee, and should be contacted in the first instance if problems occur within this guarantee period. If problems remain unresolved then the National Association of Monumental Masons should be contacted. Persons undertaking the fixing or laying of memorials or marker shall provide all equipment for the work and, on completion of the work, such equipment and any surplus materials shall be removed forthwith and the grave space and surrounding area left in a tidy condition.

It is the owner's responsibility to ensure that memorials are kept in good repair. The owner is responsible for any repairs to damage caused by vandalism, storm, wind, lightning, cracking or subsidence of footings. If a memorial becomes unsafe, the

Council may contact the registered owner (or representative) advising that repairs are required.

Kerb stones are not permitted in any part of the cemetery except in the following circumstances:

- Existing graves with kerb stones;
- Where a previous permission has been granted and not yet implemented.

If an unauthorised kerb surround is installed, the Council will contact the family and ask them to remove it.

Payment of Fees

All fees and charges shall be paid to the Clerk. Cheques should be made payable to Croxdale and Hett Parish Council.

Hours of Admission

The cemeteries will be open to the public daily from dawn till dusk.

Conduct in Burial Ground

All persons shall conduct themselves in a quiet, decent and orderly manner. Any person who wilfully destroys or injures any property within, or forming part of the Burial Ground, or plays at any games including gambling or sport therein, or wilfully and unlawfully disturbs any persons assembled for the purpose of attending any funeral, or commits any nuisance within the Burial Ground shall be liable to prosecution under Article 19 of the Local authorities Cemeteries Order 1977.

No smoking shall take place within the Cemeteries.

No person shall deposit litter or other waste material within the Burial Ground.

Adopted at Parish Council Meeting on 14 March 2018.