

## **Culworth PARISH COUNCIL**

### Rules and Regulations for the extension of the Burial Ground

#### **GENERAL**

1. The Village Burial Ground will be open at all times.
2. All visitors to the Burial Ground must keep to the walks, except when visiting a particular grave, and shall observe proper decorum in all respects.
3. Any person found conducting himself or herself in a noisy or disorderly manner will be forthwith expelled from the Burial Ground. Visitors must not stand or sit on the gravestones.
4. Cycling in the Burial Ground is strictly prohibited, and no dogs will be allowed to enter except guide dogs.
5. No vehicle will be permitted in any part of the Burial Ground except with the approval of the Parish Council.
6. No mason or other person shall within the Burial Ground be permitted to tout for or solicit orders, exhibit designs, distribute business cards, ask of, or attempt to obtain from any employee either directly or indirectly, information as to grave owners.
7. All trees, shrubs etc., grass etc., which are the property of the Parish Council must not be used for any unauthorised purpose, and no flowers, trees, shrubs or plants of any kind may be taken out of the Burial Ground without permission of the Parish Council.
8. A person shall not in the Burial Ground by any violent or indecent behaviour, prevent, interrupt or delay the decent and solemn burial of any body or an interment of ashes.
9. The whole of the ground and the burials therein are placed under the care of the Culworth Parish Council whose duty it is to preserve order at all times, and especially when interments take place.
10. The Burials Clerk or any Parish Councillor have authority to have removed from the Burial Ground any persons infringing these Regulations or otherwise misconducting themselves.

#### **INTERMENTS.**

11. Notice of any interment must be given, on the prescribed form and signed by the person giving the same, to the Parish Council Burials Clerk (address), two full days before the time of the proposed interment (exclusive of Saturdays and Sundays and public holidays), except in cases of death from infectious disease or other interments required immediately upon medical or Coroner's certificates.
12. The Certificate of the Registrar of Deaths, or in case when an inquest has been held, the Certificate of the Coroner, must be produced, and in cases of stillborn children, a Certificate from a Surgeon, or Registered or certified midwife will be required on the prescribed form. The Certificates must also be handed to the officiating Minister or to the Burials Clerk before any interment takes place.

13. All times of interments shall be negotiated with the Burials Clerk.
14. The selection of any grave space, whether for ordinary interment or purchase of exclusive right of burial, to be subject to the approval of the Council, and consistent with the general plan.
15. Except in the case of the burial of two or more members of the same family, only one body shall be buried in any grave at any one time.
16. Burial of non-residents. The Burial of a body of a person who was not resident in the Parish of Culworth immediately prior to their death would not be permitted unless:-
  - 1) A designated space was reserved for them under former administration of the Churchyard extension by the Church, or
  - 2) They are to be interred in existing grave of spouse, partner family member known to have been a double depth and intended for that purpose, or
  - 3) Since leaving their permanent abode in the Parish due to ill health, or infirmity, they have been in Residential Care in a Private, Public, or Family care Home, Nursing Home, Hospital, Sheltered Accommodation, or like place.

(It may be necessary for the Clerk to have documentary evidence of their residency in these places, as it would be impossible for the person administering the Burial Ground to be aware of the persons circumstances of everyone who moved out of the village. The undertaker should be warned that vetting such applications may take some time. He should not expect an instant decision and ensure their clients are aware of this to avoid pressure on the Clerk,
17. Wood, or other biodegradable material must be used for all coffins or caskets
18. The depth of a grave will on every occasion be subject to the regulation of the Parish Council and no grave will be allowed to be deepened after the first interment.
19. A person will not in the Burial Ground cause a body to be buried in a grave in such a manner that any part of the coffin is at a depth less than one metre below the level of the ground adjoining the grave.
20. A person shall not in the Burial Ground cause a body to be buried in a grave unless the coffin is effectually separated from any other coffin already in the grave by means of a layer of earth not less than six inches in thickness.
21. Where, in the Burial Ground any grave is reopened for the purpose of making another interment therein, a person shall not disturb any human remains interred therein or remove there from any soil which is offensive.
22. No grave or excavation for the interment of ashes may be dug without the authority of the Parish Council.
23. Arrangements for the attendance of a Minister of Religion (if required) must be made by the relatives or the funeral director, and the Parish Council accept no responsibility in connection therewith.
24. The time arranged for an interment must be the time at which the cortege is to arrive at the Burial Ground and must be strictly adhered to.

25. All graves shall be levelled at the time of interment, and surplus soil removed from the burial ground.

### **EXCLUSIVE RIGHTS OF BURIAL**

26. There will be no exclusive rights of burial, but existing exclusive rights will be respected.

### **REMAINS. At the present time, cremations are interred in existing Churchyard it is possible that cremated remains could be interred in existing grave**

27. Cremation plots may **NOT** be purchased.
28. If a receptacle is used for the interment of cremated remains it should be of biodegradable material.
29. All interments subject to normal conditions if interred in double or triple graves.
30. The certificate for burial of the ashes issued by the Registrar of the Crematorium must be produced to the authorised officer before the interment takes place.
31. No ashes may be scattered on the surface of the Burial Ground.
32. Interment of ashes of non-residents is not subject to Rule 16.
33. All Burials should only be carried out by a qualified Funeral Director.

### **MEMORIALS.**

34. Full details of any proposed memorial to show the material, colour, finish, design, size, inscription etc. shall be forwarded to the Clerk to the Parish Council for approval before any work of manufacture is commenced. The Council reserves the right to remove, or prevent the erection of, any gravestone, monument, tablet, kerb, vase or any other type of monument for which no permission has been given by the Council in writing.
35. Memorials shall generally be in natural materials of simple, traditional design and with an adequate foundation provided below finished ground level. Headstones shall not be more than 1200 mm (4ft) high, 900mm (3ft) wide and 150mm (6ins) thick and crosses shall not exceed 1200mm (4ft) high. Any stone used shall preferably be of local origin, either brown or grey in colour with plain dressed or rubbed finish, **not** polished. Any inscription shall be simple, respectful and appropriate. No kerbs or areas with chippings or planting are permitted.
36. All materials for memorials shall be conveyed into the burial ground by hand to avoid damage to paths and grassed areas and all rubbish, stone etc. remaining after the erection of any memorial, or any other work, shall be wholly removed from the burial ground and disposed of by the person carrying out that work.
37. No hewing or dressing of stone or other operation of that kind will be permitted within the Burial Ground or the approaches thereto, unless specially sanctioned by the Parish 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.

38. All erections of whatever description admitted to the Burial Ground or permitted to be placed therein, shall remain at the sole risk of the owner, and the Council will not be responsible for any damage or breakage that may occur.
39. Any headstone erected on a grave space must be removed upon every occasion when it is necessary for the grave to be reopened for burial. Such removal must be arranged for by, and carried out at the expense of, the person arranging for the funeral.
40. No memorial or part of a memorial may be removed from the Burial Ground without the prior approval of the Parish Council or authorised officer. Any memorial removed in the process of opening a grave shall be removed at the risk and expense of the person requiring the grave to be opened.

#### **MAINTENANCE OF GRAVES.**

41. All headstones must be kept in proper condition and repair by and at the expense of the person ordering the same. In the case of neglect and lack of repair to memorials, the Council has the right to take action, as considered appropriate.
42. Natural wreaths may be placed on graves and cut flowers may be placed close to the headstone using a receptacle incorporated into the plinth of the memorial or such other vase, urn or similar container approved by the Council. For reasons of safety, any receptacle used for flowers shall be of a non-breakable material, not glass or china. Any dead or withered wreaths or flowers, including any weathered or faded artificial tributes, must be promptly removed from graves and placed in the special receptacles provided. The Council reserves the right to remove any such dead, withered, faded or weathered tributes during routine maintenance, or inspections, either by the Council or its employees.
43. The Council will not be responsible for any accident to monuments or gravestones occasioned by any cause.
44. No planting on graves, or in the burial ground allowed without permission of Parish Council.

#### **ADMINISTRATION.**

45. All fees and charges due to the Council must be paid to the Burials Clerk at the time of giving Notice of Interment.
46. The appropriate Registers will be kept by the Burial Clerk. Searches may be made by arrangement.
47. These Regulations are made by the Council for ensuring that all burials within the Burial Ground are conducted in a decent and solemn manner, and for the purpose of ensuring the proper administration of the Burial Ground, and the Council may in 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, and the Council shall not be under any liability to any person by reason of these Regulations or any relaxation or deviation there from.
48. The Council reserve the right to make alterations from time to time in the tables of fees and charges.