WOODENEWTON PARISH COUNCIL

Woodnewton Cemetery Rules

NOVEMBER 2022

Woodnewton Cemetery
Orchard Lane PE8 5EE

Rules and Regulations for the Cemetery in Woodnewton.

1.ADMINISTRATION.

1.1. Notice of any interment shall be given, on the prescribed form and signed by the person giving the same, to the Parish Clerk at 25, Main Street, Woodnewton, PE8 5EB (woodnewtonpc@gmail.com)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.

1.2. All times of interment shall be negotiated with the Parish Clerk.

1.3. The scale of fees and details are as shown in appendix "B".

1.4. Copies of the Scale of Fees shall be displayed in a suitable position near to the main entrance to the Cemetery or can be obtained from the Clerk. (clerk@woodnewtonoarish,gov,uk)

1.5. All fees and charges due to the Parish Council shall be paid to the Parish Clerk at the time of giving notice of Interment.

1.6. The Certificate of the Registrar of Deaths, or in cases when an inquest has been held, the Certificate of the Coroner, shall be produced, and in cases of still-born children, a Certificate from a Surgeon, or Registered or certified Midwife will be required on the prescribed form. These certificates shall also be handed to the officiating Minister or to the Parish Clerk before any interment takes place.

1.7. An interment of any person who is not an inhabitant or parishioner of Woodnewton will only be allowed by special permission of the Parish Council.

2.BURIAL DETAILS.

2.1. The burial plots and their identification are as shown on the attached appendix "A".

2.2. There shall be areas of consecrated and unconsecrated land as shown in appendix "A". Provision shall be made within these areas for the interment of the remains of cremations.

2.3 The allocation of graves whether for ordinary interment or the purchase of exclusive right of burial to be subject to the approval of the Parish Council and issued in strict logical order.

2.4. The Parish Clerk shall only identify and mark out a burial plot at four corners.

2.5. It shall be the responsibility of the appropriate funeral director and his company to organise the digging of the identified grave. It shall also be their responsibility to remove all residue soil from any grave digging from the Cemetery. Any layers of grass removed are to be kept for replacement following the infilling of the grave.

2.6. The size of the plots shall be as follows:

a. Burials _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ 3m x 1.35m

b. Remains of Cremation in caskets _ _ 0.5m x 0.5m

c. Still-births _ _ _ _ _ _ _ _ _ _ _ _ _ _ 1m x 0.6m

2.7. All graves shall be dug such that all parts of the coffin shall be at least one metre below ground level.

2.8. If more than one coffin is to be buried in a single grave then coffins must be separated by a layer of at least 20cms. of earth. No grave is to be deepened after the first internment.

2.9. No grave shall be dug without the authority of the Parish Council.

2.10. Vaults will not be allowed.

2.11. Only wooden coffins shall be used.

3. MEMORIALS.

3.1. All memorials and inscriptions and the erection thereof shall be subject to the prior approval of the Parish Council. The format shall be submitted to the Parish Clerk on a form obtainable from a Funeral Director or Stonemason before permission is granted. On permission the payment of the fees will be accepted.

3.2. Each grave shall be allowed a simple headstone which shall conform to the following dimensions and materials:

a. Dimensions: (Maximum allowable)

1000mm high x 900mm wide x 100mm thick

b. Materials:

Limestone
Slate
Sandstone
Granite
Oak
Teak

Natural stone which is regarded as traditional to the neighbourhood or that used for local building. Crosses are to be of timber. The stone may be polished or polished effect.

The headstone may stand on a small base of similar material which can incorporate a removable vase. Kerbs, graylings and chippings shall NOT be used.

Each headstone shall contain the number of the grave at the rear of the base. The Mason's name may be discreetly displayed in a similar position.

3.3. All headstones shall be laid on an adequate foundation and the installation details will be agreed with the Parish Council. Any waste materials arising from the installation shall be removed and the area made good.

3.4. Any headstone erected on a grave space shall 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 the funeral.

3.5. All memorials admitted to the Cemetery or permitted to be placed therein, shall remain at the sole risk of the owner, and the Parish Council will not be responsible for any damage or breakage that may occur.

3.6. No memorial or part of a memorial may be removed from the Cemetery without the prior approval of the Parish Council. 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.

3.7. The Parish Council reserve the right to remove or prevent the erection of any gravestone, tablet, memorial or vase for which no permit has been issued.

3.8. Natural wreaths and flowers may be placed on the graves, but on the owner's responsibility, and suitable receptacles for flowers may be permitted as long as properly in use. Dead or withered flowers shall be removed and placed in a receptacle provided for the purpose.

3.9. Graves must be left grassed with no permanent planting other than spring bulbs. Kerbs or other markers shall not be used around the grave in order to facilitate grass cutting.

3.10. The Parish Council will not be responsible for any accident to monuments or gravestones occasioned by any cause.

4. THE INTERMENT.

4.1. Arrangements for the attendance of a Minister of Religion (if required) shall be made by the relatives or the funeral director, and the Parish Council accept no responsibility in connection therein.

4.2. The time arranged for an internment shall be the time at which the cortege is to arrive at the Cemetery and shall be strictly adhered to.

4.3. Within the Cemetery there is space for the Hearse and up to two other cars from the Cortege. Other vehicles may park in the nearby lay-by.

5. EXCLUSIVE RIGHTS OF BURIAL

5.1. The Parish Council may grant the exclusive right of burial in any grave space or spaces upon submission of any application to purchase such rights.

5.2. The purchase of the exclusive right of burial shall be for a period of 99 years, after which all rights shall revert to the Parish Council.

5.3. Owners of exclusive rights of burial cannot transfer such rights to anyone without the consent of the Parish Council.

5.4. No grave in respect of which the exclusive right of burial has been granted shall be opened without the consent in writing of the owner of the right of burial, or his executor or agent.

5.5. Plots for the exclusive right of burial shall be strictly issued on the basis of the next available.

5.6. A written record shall be kept of all plots for the exclusive right of burial and a certificate issued by the Parish Clerk as proof of this right.

6. CREMATED REMAINS.

6.1. Cremation plots may be purchased.

6.2. Biodegradable receptacles shall be used for cremated remains.

6.3. All interments subject to normal conditions if interred in double or triple graves.

6.4. The certificate for burial of the ashes issued by the Registrar of the Crematorium shall be produced to the authorised officer before the interment takes place.

6.5. No ashes shall be scattered on the surface of the Cemetery.

7. RESPONSIBILITIES OF THE PARISH COUNCIL.

7.1. The Parish Council will be responsible for the proper running, administration and maintenance of the Cemetery.

7.2. A Register of Burials and a Register of Graves will be kept by the Parish Clerk. Searches may be made by prior arrangement.

7.3. The Parish Council reserve the right to make alterations from time to time in the tables of fees and charges. It has been agreed and minuted in the November 2020 Parish Council Meeting from 1st January 2022 all fees would increase annually, by the CPI inflation figure released the previous September and rounded up to the nearest full pound.

7.4. These regulations are drawn up by the Woodnewton Parish Council for the proper conduct and operation of the Cemetery. Any variation or alteration to these regulations and procedures may only be made with the express agreement of the Parish Council.

7.5. The decision of the Parish Council shall be final in all cases.

January 2022