



## ***WINSCOMBE & SANDFORD PARISH COUNCIL***

**Regulations in respect of the Cemetery at Ilex lane, Winccombe North Somerset, made by the Parish Council of Winccombe and Sandford, pursuant to the Local Authorities Cemeteries Order 1977, for the management of the Cemetery for which the Parish Council of Winccombe and Sandford is the burial authority.**

### **CEMETERY REGULATIONS**

- 1. The Parish council has overriding authority to permit or refuse works to any grave or cremation space and to revoke or amend these regulations from time to time**
2. On the occurrence of a death, application is to be made to the Parish Clerk for the form of notice, which must be completed and returned together with the fees payable.
3. On the granting of an Exclusive Right of Burial, the Grantee shall be entitled to and shall receive a formal notice signed by the Parish Clerk in respect of this. When entering into an Exclusive Right to Burial in a space at the Ilex Lane Cemetery, a contract is deemed to have been entered into and the Parish Council will hold personal data in relation to the Grantee, only to be used for the purpose of contacting the said Grantee in matters relating to that grave space. No grant of Burial Right is transferable without the consent of the Burial Authority. Possession of a grant shall, at the discretion of the Burial Authority be deemed to be evidence of ownership of the 'exclusive right of burial' for a specified period of time and should not be taken as ownership of the land or grave space. The written consent of the Grantee, or his or her personal representative, must be lodged with the Parish Council when it is desired to inter in the grave the body or ashes of a person other than the owner of the right of burial.
4. Where a request is received for the pre-purchase of an 'exclusive right of burial' for either a grave or cremation space, a temporary reservation will only be held for a maximum of 30 days in which time completed paperwork and fees should be received. Failure to comply within this timescale will result in the grave or cremation space being re-allocated by the council. For pre-purchased rights, the Grantee will be required to purchase and install a reserved marker stone to mark the grave/cremation space to the specification of the council.
5. All rights of burial are subject to the Regulations of the Burial Authority in force at the time of burial, or any which may be issued by any other competent authority in respect of burial grounds.
6. The current fees are in accordance with the table annexed, and must be paid on giving notice of interment, or before the work is begun in respect of which they are payable.
7. The selection of the space for interment in all cases shall be at the discretion of the Burial Authority, and by reference to the Parish Clerk. Grave and cremation space will be used in strict rotation, and the only space that may be reserved by any person is the plot next in sequence. Requests for more than one pre-purchase of an 'exclusive right of burial' by the official representative of a deceased person will be considered by the appropriate committee of the Parish Council and the decision of the Parish Council will be final.
8. No burial shall take place before 10.00 a.m. or after 4.00 p.m., or on Sunday without special permission.
9. The grave shall be 60" (5' or 152 cm) deep for a single burial, 78" (6' 6" or 198 cm) for a double burial. Grave plots will measure 79" in length x 31" wide (6'7" x 2'7" or 210 cm x 80 cm).
10. When more than one body is to be interred in a grave purchased for the use of a family, a layer of earth not less than 6" (15 cm) in depth shall be left between each coffin.
11. Coffins interred at the cemetery shall be constructed of natural bio-degradable materials only. No coffin shall be buried in any grave in such a manner that any part of such coffin shall come within 42" (3' 6" or 107 cm) of the ordinary level of the ground, and no grave shall be more than 120" (10' or 304 cm) in depth from the surface or, burials will comply with The Institute of Cemetery & Crematorium Management (ICCM) policy relating to shallow depth graves subject to a minimum soil cover of 6" (15 cm) on top of the slab.
12. All graves are dug and excavated at the responsibility of the Funeral Director, and to the satisfaction of the Parish Council. The use of appropriate mechanical excavators will be allowed in the burial area.
13. The Parish council has the right to cover planting with spoil from adjacent plots when these plots are excavated
14. Whenever a burial has taken place, the grave shall forthwith be filled with earth, levelled, the surface covered with fresh turf and surplus earth removed. In order to keep a lawn cemetery, The Parish Council has the right for maintenance purposes to remove any planting and restore the grass to level any plot



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15. The burial of cremated remains where no grave exists shall be in that portion of the Cemetery set aside for this purpose, in a grave no more than 18" x 18", (1'6" x 1'6" or 46cmx46cm) the depth to be not less than 24" (2' or 61cm) below the ground level. Application for such burial to be made to the Parish Clerk in the manner prescribed in Regulation no 2, & the grave shall be dug in the space allocated by the Clerk
16. Headstones will only be permitted in the burial area of the cemetery, and these must not exceed 42" (3'6" or 107cm) in height. To minimize any danger of future instability the stone must be placed on an appropriately sized flat base stone no wider than 35½" x 18" in breadth (2'11½" x 1'6" or 90cm x 46cm). No kerbstones will be permitted and no inscription or decoration to the back of the stone allowed (aside from the grave number and mason details as described in condition 20 below).
17. **Memorials on full graves may not be erected until at least 6 months after burial to allow ground to settle.** All headstones must be kept in line.
18. In that portion of the cemetery (sections a & c) set aside for the burial of cremated remains and where the exclusive right of burial has been granted, memorials must not exceed 18" (1'6" or 46cm) in height. Memorials must be placed in line.
19. Base plates for memorial tablets in the new cremation area around the central pergola (section h) are limited to a size of 24" square with a maximum stone size of 18' w x 18"d x 10"h with all associated planters fitting on to the base stone to the rear of the memorial. No planting will be allowed to the front of the stone.
20. An ink drawing of every headstone or memorial showing the dimensions and giving the register number of the grave space together with a short specification of materials to be used and a copy of the proposed inscription shall be submitted on paper to the Burial Authority for approval and the appropriate fees paid before the execution of any work. The grave space number shall be inscribed on the rear of every headstone and memorial base stone.
21. **Attention is drawn to Regulations 16 - 20 in respect of the erection of memorials.** It is emphasised that no order should be placed with a monumental mason before the sanction of the Burial Authority is obtained. All memorials must conform to British Standard BS 8415 and the National Association of Memorial Masons' Code of Working Practice.
22. With the exception of section h (see condition 19), to facilitate grass cutting, all items including flowers, vases & pots must be sited within 12" (1' or 30cm) to the front of the headstone or head of the grave or cremation plot unless special dispensation has previously been granted. Trees will not be permitted, and only fresh flowers or plants allowed. Care must be taken when tending graves not to impinge on adjoining plots.
23. Except for some discreet items on or in front of children's graves in the dedicated areas, all items placed on or in front of headstones and memorials (aside from fresh flowers and plantings as permitted in condition 22) must have the permission of the Parish Council. The Parish Council will remove to store immediately any items deemed inappropriate or unsafe.
24. Nothing of the foregoing shall prevent the burial of cremated remains in any existing grave with the consent of the relative concerned, the depth to be not less than 24" (2' or 61cm) below the ground level of the said grave. Application for such burial to be made to the Parish Clerk in the manner prescribed in Regulation 2
25. The Burial Authority will keep in order all parts of the cemetery, but the owner or relative concerned shall keep headstones on graves in respect of which exclusive rights of burials have been granted in repair. The Burial Authority reserves the right at all times to remove wreaths on any grave space, and any plants growing thereon. Any headstone not kept in good order, condition and repair, which in the opinion of the Burial Authority constitutes a danger by reason of its condition, will be removed or made safe at the discretion of the Burial Authority. Where the name and address of the grantee or relative concerned is known to the Burial Authority, 28 days notice of neglect or want of repair shall be given before action is taken where practical.
26. The official plan of the cemetery and the register of graves shall be kept at the Parish office and shall be available for inspection, by appointment.
27. No dogs are allowed in the cemetery and allotment areas except on a lead.
28. The burial of loose ashes will be permitted in the ashes scattering area of the cemetery on application, and production of the relevant paperwork from a Funeral Director along with payment of the interment fee. No memorial stones will be permitted in this area aside from those plaques approved and attached to the memorial wall. No flowers, containers or other items are allowed in the grassed area & will be removed.