

Rodney Stoke Parish Council

Regulations in respect of the Burial Ground to the rear of St Peter's Church, Draycott, made by the Parish Council of Rodney Stoke, pursuant to the Local Authorities' Cemeteries Order 1977, for the management of the burial ground provided by Rodney Stoke Parish Council.

As amended 15th March 2018; 16th March 2023.

REGULATIONS.

1. The Burial Authority is the Parish Council of Rodney Stoke.
2. a) The word 'Parishioner' used in the table of fees means a person who, at the time of death was an inhabitant of the Parish of Rodney Stoke or, had temporarily been resident in a nursing home or, in the case of a stillborn child, where either or both parents are or were such inhabitants.

b) The Burial Authority may at its absolute discretion grant permission for the interment of a non-Parishioner upon proof of previous residency in the Parish or a close family tie with a Parishioner or former Parishioner.
3. On the occurrence of a death application is to be made to the Clerk to the Burial Authority for the prescribed form of notice, which must be completed and returned together with the fees payable within at least two days before the interment, exclusive of Sundays. Interment at less notice shall, however, be permitted if certified by a Medical Practitioner to be necessary, or may under other exceptional circumstances be authorised.
4. On the grant of Exclusive Rights of Burial in a grave space the Grantee shall be entitled to and shall receive a formal copy of this signed by the Clerk to the Burial Authority in respect of same.
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. The written consent of the owner or his or her personal representative must be lodged with the Clerk to the Burial Authority when it is desired to inter in the grave the body of a person other than the owner of the grave.
5. All rights of burial shall be subject to the rules and regulations of the Burial Authority in force at the time of burial or any which may be issued by any other competent authority in regard to burial grounds.
6. The fees and payments are to be in accordance with the table herewith 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 subject to the approval of the Burial Authority. Grave spaces will be used in strict rotation and the only space which may be reserved by any person, is the plot next in rotation to the grave of a relative. In the final row, F, of the Burial Ground no reservations of any kind will be accepted due to the access constraints. Grave spaces in row F will be allocated in strict rotation and the first grave space allocated in the row will be at the North West end.
8. No burial shall take place before 10.00 a.m. or after 4.00 p.m. between 1st April and 30th September, nor before 10.00 a.m. or after 3.00 p.m. between 1st October and 31st March without special permission. No burial shall take place on a Sunday unless allowed by the Burial Authority by reason of special circumstances.
9. Graves shall be at least 4'6" deep for a single burial, 6' for a double depth burial, and a maximum of 8' in length (including the 1' for the headstone base) or 10' from back of headstone to back of headstone in next row, including a 2' walkway.

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" in depth shall be left between each coffin.
11. No coffin shall be buried in any grave in such a manner that any part of such coffin shall come within 3'6" of the ordinary level of the ground, and no grave shall be more than 10' in depth from the surface.
12. The burial of cremated remains where no grave exists shall be in that portion of the Burial Ground set aside for this purpose, The Garden of Remembrance. The depth to be not less than two feet below the ground level. Application for such a burial to be made to the Clerk to the Burial Authority in the manner prescribed in Regulation 3. The grave shall be dug immediately below the numbered stone of the space allocated by the Clerk, and centred on that stone.
13. Cremation plots will be allocated in a grave measuring 24 inches by 24 inches to allow 2 sets of ashes to be buried side by side. The foundation base will measure 24" x 24" x 3". These are supplied and levelled by the Burial Ground Authority. A memorial, which may only be in tablet form, 18" x 18" x 4" high at the back x 2" high at the front with a maximum of two flower containers incorporated within in accordance with regulation (18).
No planting will be permitted in the ground surrounding the base. Artificial flowers or wreaths may not be placed in the burial ground.
14. Cremated remains may not be scattered in any part of the Burial Ground.
15. All graves and cremation plots are to be dug and excavated by the sexton appointed by the Burial Authority and acting under the direction of the Undertaker and to the satisfaction of the Clerk to the Burial Authority. In the exceptional circumstance of another sexton being given permission to dig the grave, the official sexton will also be paid the normal fee.
16. Whenever a burial has taken place, the sexton shall ensure that the grave shall forthwith be filled with earth, and in due course levelled, the surface covered with fresh turf and surplus earth removed. This work must be completed within six months of the burial.
17. All materials, gravestones, crosses and plaques must be carried into the burial ground by hand or conveyed on handcarts or trucks having rubber tyres.
18. An ink drawing to scale of every headstone, cross, plaque or memorial tablet, giving the register number of the grave space together with a short specification of materials to be used and a copy of every proposed inscription, including all lettering and other images which must be of the same colour, shall be submitted to the Burial Authority for approval and the appropriate fees paid before the execution of any work. The drawing and specification to be on A4 sized paper. Monuments may be polished or natural stone, stone traditionally used in local buildings or closely similar to them in colour and texture are to be preferred. No monument shall be of synthetic stone or plastic. An oval porcelain plaque containing an image of the deceased may be incorporated within the headstone, cross, plaque or memorial tablet. Maximum sizes to be 9cm x 7cm portrait for a single image and 10cm x 8cm landscape for double image.
19. a) Headstones or crosses will be permitted and these shall be of the minimum dimensions of 2'6" high x 1'8" wide x 3" thick and shall not exceed the maximum 4' high x 3' wide x 6" thick (with or without base – base not to exceed 1' from front to back, and the foundation stone to be 3" high x 3' wide x 1'6" from front to back.) No surrounds will be permitted.

b) Plaques will be permitted and these shall be placed flat and flush to the ground within and at the head of the burial plot, positioned centrally side-to-side, 6" from the end of the plot. They shall be square and measure 2' maximum.

- 20. 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 2' below the ground level of the said grave. Application for such burial to be made to the Clerk of the Burial Authority in the manner prescribed in regulation (3).
- 21. The Burial Authority will keep in order all parts of the burial ground, but headstones, memorial tablets, crosses or plaques and graves in respect of which exclusive rights of burial have been granted shall be kept in repair by the owner or relative concerned. The Burial Authority reserves the right at all times to remove wreaths on any grave space and any plants growing thereon. Any headstone, memorial tablet, cross or plaque not kept in good order, condition or repair, which in the opinion of the Burial Authority constitutes a danger by reason of its condition, will be removed or otherwise dealt with at the discretion of the Burial Authority, provided that where the name and address of the owner or relative concerned is known to the Burial Authority three months' notice of neglect or want of repair shall be given before action is taken. Artificial flowers or wreaths may not be placed in the burial ground. To facilitate grass cutting, flowers, vases etc., must be situated within one foot of the headstone or the head of the grave.
- 22. The official plan of the burial ground and the register of graves and burials shall be kept at the office of the Clerk to the Burial Authority and shall be open for inspection by any person, by appointment with the Clerk, free of charge. A certified extract from the register of burials may be obtained on payment of a fee, in accordance with the fees for freedom of information requests, in respect of each burial. Applications for a search to be made in the register must be accompanied by a fee in respect of each burial.
- 23. The attention of all persons is drawn to regulations 17, 18, and 19 restricting the erection of memorials and it is emphasised that no order should be placed with a monumental mason before the sanction of the Burial Authority is obtained.
- 24. The Undertaker shall ensure that the portion of the Disposal Certificate to be sent to the Registrar shall be signed by the officiating Minister and the remaining portion shall be handed to the Clerk to the Burial Authority.

In Pursuance of Article 3 of the Local Authorities Cemeteries Order 1974 the Parish Council of Rodney Stoke at a meeting held on 15th March 2018 amended the regulations for the management of the burial ground to the rear of St. Peter's Church, Draycott:

The fees and charges were reviewed and revised at this duly constituted meeting of the Parish Council and will regularly be reviewed.

In Pursuance of Article 3 of the Local Authorities Cemeteries Order 1974 the Parish Council of Rodney Stoke, at a meeting held on 16th March 2023, amended the regulations for the management of the burial ground to the rear of St. Peter's Church, Draycott regarding the allocation of grave spaces in row F.

Signed.....
(Chairman of Parish Council)

Signed.....
(Clerk to Parish Council)