

CEMETERY REGULATIONS – 6 February 2017

1 Definitions

In the construction of these regulations, unless the context otherwise requires:

“The Council” means Exminster Parish Council

“The Cemetery” means the Cemetery located in the Parish of Exminster

2 Consecration

No part of the cemetery is reserved or has been consecrated for any particular religion or faith. There are no restrictions on those who may be eligible for burial as long as any person officiating at a service or ceremony conducts proceedings decorously.

3 Hours of Interment

3.1 The hours of interment are from 10.00 am to 4.00 pm Mondays to Fridays.

3.2 Interments outside of these times will be at the discretion of the Council and may attract an extra charge.

4 Notice of Interment

4.1 Notice of interment shall be in writing (except as provided in 4.2 below) in the form provided by the Council and shall be delivered together with the Registrar's Certificate for Burial or Certificate of Cremation (if available but not mandatory) to the office of the Parish Clerk at least two working days prior to any interment.

4.2 The Council will accept an order or instruction given by telephone only if such order or instruction is immediately confirmed in writing, such confirmation is to be delivered to the Parish Clerk as in (4.1) above.

4.3 No application for interment by telephone may be received on Saturday, Sunday or Public Holidays.

5 Fees and Other Charges

5.1 All fees and charges shall be paid to the office of the Parish Clerk on giving notice before the work in respect of which they are payable is begun.

5.2 The fees are prescribed in the scales approved annually by the Council.

5.3 Details are available from the Parish Clerk and on the Parish Council web site.

5.4 Residents who have not resided in the Parish within five years of the service requested will pay double fees for any service or at the discretion of the Clerk and Chairman. In all other cases all fees are single.

5.5 Residents of Exminster who may experience hardship in payment of fees could be eligible for a small grant from the Feoffees (local charity organisation), contact the Clerk further for information.

6 Rules for Interments, etc.

6.1 The selection of the grave is, in the cases of both general interment and of purchase, to be the decision of the Council. New graves will be allocated in strict rotation.

6.2 One body only shall be buried in a grave at one time, unless the bodies are those of members of the same family.

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- 6.3 Any person dying of a notifiable disease shall be cremated.
 - 6.4 Only wooden coffins shall be allowed in graves in which an Exclusive Right of Burial does not exist.
 - 6.5 No un-walled grave shall be re-opened within fourteen years after the burial of a person above 12 years of age, or within eight years after the burial of a child under 12 years of age, except to bury another member of the same family. In which case a layer or earth not less than six inches thick shall be left undisturbed above the previously buried coffin. If on re-opening any grave the soil is found to be offensive, such soil shall not be disturbed and in no case shall human remains be removed from the grave. Only graves purchased as doubles shall be re-opened.
 - 6.6 No brick or stone is to be used in or upon, nor any monument or horizontal stone erected or laid upon or over, or any vase placed upon any grave except those in which an Exclusive Right of Burial exists and for which written permission has been first obtained as detailed in paragraph 8.1.
 - 6.7 Walled graves or vaults will not be allowed for the purposes of burial.
 - 6.8 The consent in writing of the owner to any interment in a purchased grave must be included on the appropriate application form submitted to the Parish Clerk with the notice of burial.
 - 6.9 No single grave less than four feet three inches, or more than seven feet nine inches in depth from the surface shall be allowed.
 - 6.10 Burials shall not normally be within ten feet of the external boundary.
 - 6.11 All graves shall be dug and excavated by approved contractors appointed by a recognised Funeral Director who will ensure that the correct public liability Insurance is in place
 - 6.12 Excess soil must be distributed along the southern boundary under the trees.
 - 6.13 The cemetery is to remain a lawn type. The Parish Council's contractor will at regular intervals cut the grass and hedges. Although all care is taken to ensure there is no damage to 'memorabilia' the Council cannot be held responsible should any damage occur
 - 6.14 Where a full burial has taken place in a grave no memorial shall be erected on that grave for at least six months after the interment.
- 7 Scattering and Interment of Ashes**
- 7.1 Scattering of ashes will not be allowed in the cemetery.
 - 7.2 Interment of ashes can take place in the approved area and may be in a double plot. They shall be dug and excavated by approved contractors appointed by a recognised Funeral Director who will ensure that the correct public liability Insurance is in place
 - 7.3 For cremated remains only caskets of wood or containers of perishable material shall be used and buried below a cultivated depth

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8 Memorials

- 8.1 All grave stones, monuments and inscriptions are to be subject to the approval of the Council. A copy of every inscription, and a drawing showing the form and dimensions of every monument proposed for erection supplied by the Stonemason, together with the fees payable, must be delivered to the office of the Parish Clerk for approval. An approved application form shall be completed and signed by the holder of the Exclusive Right of Burial
- 8.2 Memorial fixings and foundations shall be as specified in the National Association of Monumental Masons Document Code of Working Practice and Memorials for Cemeteries and can only be sited by an accredited Monumental Mason approved by the Council. Memorials should have the grave number on the reverse or side as appropriate. The name only of the memorial firm supplying and fixing the memorial may also be inscribed as above.
- 8.3 All materials, grave stones and monuments must be conveyed into the cemetery with care. Any damage done to the boundary wall or to the ground or other graves shall be repaired by the person causing the damage. All surplus or unused materials are to be removed by the Monumental Mason from the cemetery immediately upon completion of the work.

9 Sizes of Headstone Memorials

- 9.1 All new and re-installed headstones must be fitted with an approved ground anchor system and the headstone identified as such.
- 9.2 The maximum height permitted in the case of any ordinary headstone or cross shall be 2'6".
- 9.3 The back to front measurements of any headstone shall be no more than 15" and the width shall not exceed 2'6".
- 9.4 Cremation tablets for placing on any grave or designated space shall not exceed 18"x18" except with the written consent of the Council.
- 9.5 Cremation tablets should be on a base 1" larger than the tablet and the base must be flush with the ground.
- 9.6 Memorial vases shall not exceed 12"x12" and should be on a base.
- 9.7 No vases or urns may be sited separately from a headstone.
- 9.8 Only memorials of stone or stone-like materials will be permitted.
- 9.9 No new kerbs are permitted.
- 9.10 Concrete and chippings shall be permitted only on grave spaces which are already kerbed.
- 9.11 No shrubs or plants shall be planted within the grave space area.
- 9.12 No jars or bottles will be permitted on graves.
- 9.13 All unauthorised memorials, shrubs, plants etc shall be removed from the grave areas.

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10 Register of Burials

A register of all burials will be kept at the office of the Parish Clerk where at all reasonable times, by appointment, searches may be made and certified extracts obtained. A fee may be levied for this service.

11 General

11.1 The Burial Ground shall be open to the public at all times for the purpose of attending graves. All visitors shall be expected to keep to the recognised walkways and refrain from touching flowers etc and to observe proper respect at all times. No person shall wilfully create any disturbance in the cemetery, or commit any nuisance, or wilfully interfere with any burial taking place, or play any game or sport, or wilfully interfere with any grave, tombstone or other memorials and tablets.

11.2 Dogs are not allowed into the Cemetery area unless they are working dogs

12 Penalties

12.1 Any person contravening these regulations shall be liable to a fine not exceeding £100 and in the case of a continuing offence, to a fine not exceeding £10 for each day during which the offence continues after conviction therefor.

12.2 In addition to the above, the Local Authorities Cemeteries Order 1977 and any amending order shall apply to these regulations. Part of the Local Authorities Cemeteries Order is set out in the schedule.

Further information on the above Regulations may be obtained from the Clerk to Exminster Parish Council who is presently:

Jill Daw
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Exminster, Exeter, EX6 8XX
Email: clerk@exminsterparishcouncil.gov.uk
Tel: 07599 762634