

Wragby Parish Council

Cemetery Regulations

Wragby Cemetery

Cemetery Road

Wragby

Lincolnshire

These regulations are valid from September 6th, 2005. Fees are on a separate insert. Those who have purchased rights between January 1st, 2003 ND September 5th, 2005 are excluded from paying Burial fees as fees during this time were inclusive.

In these regulations the word 'council' means Wragby Parish Council.

Categories of Fee

- Parishioner – defined as a resident of Wragby or who has a provable connection to the village.
- Non-Parishioner – all fees are double for non-parishioners

Exclusive Right to Burial Fees

- The exclusive right to burial in 'Graves out of rotation' (applies within North or South sides) shall have a supplementary purchase fee which shall be the valid fee at the time of the receipt of the application form.
- The cost of purchase of a right to be buried in a specific plot shall be the valid fee at the time of receipt of application form.
- When a plot is required for burial the Burial Fee in operation at the time shall be due.
- The grant of Exclusive right of burial shall only be valid for 50 years.
- Fee for permission to install Memorial Stone shall be the valid fee at the time of receipt of form, including inscriptions.

Cremation Fees

The cost of purchasing an exclusive right to a cremation space will be 50% of burial costs, and there will be no burial fee applying.

Memorial Stone fee shall be the valid fee at the time of receipt of form, including inscriptions.

Purchase of Right for a Specific Plot

1. The sale of exclusive right to a burial plot will be entirely at the discretion of Wragby Parish Council and the Council reserves the right at any time to refuse to sell such rights. See **Burial Rights** for more information.
2. Purchase is in respect of a right to be buried in a grave space and conveys an exclusive right for a period of 50 years in a specific plot and does not include burial fee or memorial fee.
3. Full size plot is 2700mm (9') x 1350mm (4'6") where the burial remains shall be centred in the plot, cremations may be interred in existing graves or family plots. No full sized plots may be purchased for cremated remains.
4. Cremation plots are 4'6" x 4'6" and are available at special areas set aside for this.

5. Funeral Directors, Monumental Masons or any member of their staff will not be permitted to acquire the Exclusive Right of Burial in any grave space, except to bury a member of their family.
6. The notification of interment, which is available from the Parish Clerk, together with all fees, must be delivered to the Parish Clerk not later than 3 days prior to the date of interment either by mail or email, and at a reasonable time of day.
7. The Council reserve the right to refuse to accept a notice of interment in special circumstances.
8. On every opening of a grave in which the Exclusive Right of Burial has been purchased, the Deed of Grant and / or Certificate of Ownership must be produced to the Parish Clerk when the notice of internment is given.
9. A certificate from the Registrar of Births, Deaths and Marriages of the registration of death, or in cases where a Coroner's inquest has been held the Coroners Warrant, must be produced to the Parish Clerk prior to the interment.
10. In the case of a still born child a certificate in accordance with the Births and Deaths Registration Acts 1926 will be required.
11. The position of the grave space / plot shall be agreed to be the Clerk and marked out for burial by the Clerk or deputy.

Burial Rights

1. The exclusive right of burial is for 50 years from the date of purchase. At the end of 50 years the plot will revert to the parish council together with all rights concerning the grave.
2. If any dispute shall arise as to the date of expiry of the period, for which exclusive right of burial was granted by the Parish Council, such date shall be ascertained by reference to the records kept by the Clerk to the Parish Council. The date shown in the records shall be final, conclusive and binding on all parties.
3. At the end of the said 50 years, or any extension thereof, the right to use the plot shall cease. Any interested person may, before the expiry of the said period, give to the Clerk of the Parish Council at their offices, written notification that they wish to retain any memorial erected or placed on the plot. If, after the expiry of the grant or extension thereof, no notice is received by the Parish Council or written notice has been received but the memorial is not removed within one month from the expiry of the grant/ extension, at the expense of the person giving notice, the memorial will be removed by the Parish Council and disposed of in such a manner as the Parish Council shall choose. Proof of posting of the said notice shall not be deemed to be the proof of the receipt thereof by the Parish Council.
4. The grant, signed by the Parish Clerk, will be accepted by the Parish Clerk as evidence of the grantee's title to the within mentioned rights of burial.

When should interments take place?

1. Interments shall take place between the following times: Mondays to Saturdays – 9.30am to 4.30pm
2. No interment shall take place on a Sunday, Christmas Day or Good Friday, except by the direction of the Medical Officer of Health or on religious grounds.
3. All enquiries concerning the use of the Cemetery should be made to the Parish Clerk.
4. The Parish Clerk may require notice in excess of the period stated. In calculating the notice period Saturdays, Sundays, Christmas Day, Good Friday and public holidays are to be excluded.
5. Not more than one funeral will be allowed to take place at any one time, unless agreed by the Council.

The Funeral Directors Role and the Council's Role

1. The Council will not be responsible for the preparation of the graves. All excavations applicable thereto will be the responsibility of the funeral undertaker. Graves must be left tidy after interment.
2. A body shall not be interred in a grave in such a manner that any part of the coffin is at a depth of less than three feet below the level of the surface of the ground of the grave space, nor shall the cremated remains of a body be interred in a grave in such a manner that any part of the casket is at a depth of less than one foot below the level of the surface of the ground of the grave space.
3. No more than one full interment shall take place in any one grave space.
4. The selection of purchase of exclusive right to a grave space is, in all cases subject to the approval of the Council or of a Committee or officer appointed by them. The wishes of the persons applying will be met as far as deemed practicable. However graves out of rotation will incur extra fees.
5. Undertakers shall at all times provide sufficient bearers for carrying and lowering of coffins into the grave. The undertaker, or any other person having charge of the funeral, must arrange with a minister to conduct any religious service.
6. After interment the burial will be recorded in the Council's Register of Deaths
7. All graves shall be dug by hand. Mechanical diggers are not allowed in the cemetery.

After Burial

1. Relatives are not allowed to plant trees
2. Any non-biodegradable objects left on the grass will be removed.
3. Wreaths laid at the time of burial are allowed to remain for a period of three weeks and must then be removed by owners.
4. Whenever an interment takes place the surface of the grave will be covered in turf by the Funeral Director as soon as is reasonably possible after natural subsidence of the earth has taken place.
5. No mounds will be allowed on any grave, unless special dispensation is given.
6. No interment shall be allowed in an earthen grave unless the body is in a properly constructed coffin.
7. The scattering of cremated remains upon the grave space / plot to which the grant refers will not be allowed at any time.
8. During the period between interment and the erection of a headstone / cremation stone a temporary monument in the form of a vase ,ay be placed on the plot.
9. No wooden crosses or similar items shall be erected on any part of the grave space without written permission of the Parish Council.
10. No part of the grave space / plot shall be raised above ground level (see para 6). No kerb stones, or similar, shall be erected on any part of the grave space / plot.
11. Care must be taken to avoid cutting up or injuring the paths and grassed areas of the Cemetery.
12. Removal of rubbish and surplus materials. Every person engaged in any work or labour in or upon any grave or memorial in the Cemetery shall, immediately on completion thereof, clear up and remove from the Cemetery any rubbish and / or surplus materials remaining after completion, a mini skip is provide for surplus soil. If any person, after receiving one days notice from the Cemetery Working Party, neglects or fails to comply with this requirement, the rubbish and / or surplus material s in question will be removed by the Cemetery Working Party and the person so neglecting or failing to comply shall, on demand, pay to the Cemetery Working Party the cost incurred in the removal.
13. The Council undertakes the care and maintenance of the turf.

Memorials

1. All Headstones shall be subject to the approval of the Council and the design thereof, drawn to scale, together with a copy of the proposed inscription, using the form provided, should be forwarded to the Parish Clerk for approval. Such consent will only be given if the proposed memorial complies with the requirement of these regulations. The Council will not be responsible for the costs of removal of any unauthorised memorial. Payment of the appropriate fee must be made in advance.
2. The headstone is to be no more than 750mm by 600mm wide by 75mm thick and erected according to NAMM Guidelines.
3. The remainder of the grave's surface is to be laid flat with turf and no mounding is allowed (see After Burial para 6)
4. A memorial other than a headstone will need special permission from the Council.
5. All memorials shall be sited on the extreme head-end of the grave space, in line with other memorials in that row, as per attached layout.
6. Graves are to be a minimum of 1350mm (4'6") deep with a 1350mm (4'6") centre. Single depth graves only are allowed.
7. Cremation tablets are to be no more than 450mm (18") wide and no more than 450mm (18") long.
8. Because of the need for settlement of the grave, headstones should not be erected for a minimum of 6 months after the date of burial.
9. No vase is to be more than 300mm (1' 0") high. No glass containers may be used.
10. Separate flower vases are discouraged. The modern design of headstone incorporating a vase is preferred.
11. Only masons who are NAMM Members until the BRAMM Accreditation scheme is launched and only masons who are BRAMM accredited once the system is launched and who comply with NAMM codes are permitted to erect, repair or refurbish memorials.
12. Masons and other workmen must provide and afterwards remove all tools, planks, blocks etc required in the work of erecting headstones. Work in the Cemetery will not be permitted on Sundays, Christmas Day, Good Friday or outside normal working hours.
13. Masons or persons engaged in the erection, renovation or repainting of any stone monument must perform their work expeditiously and in all aspects in accordance with these regulations. The work must be carried out at the sole risk and liability of the person executing it, and any damage caused by or in the execution thereof must be made good to the satisfaction of the Council of the person whose property is so damaged.
14. All memorials must be kept in good repair by the owners and, if not repaired by due notice, may be removed by the Parish Council. The memorial remains the property of the owner of the Grant of Exclusive Rights of Burial who is responsible for keeping the memorial in good repair at all times to meet current and any future Health and Safety Regulations or Rules that may be applied. Owners must understand that if they fail to do so the memorial may be laid flat / removed without prior notice. Owners must either ensure their monuments are regularly tested by a competent person or agree to allow Wragby Parish Council to authorise random testing of memorials to National Association of Memorial Masons standards (or any relevant Health and Safety Standards) to ensure that owners are complying with their obligations as the owner of the Grant of Exclusive Rights of Burial of the grave / plot. If the memorial is found to be in an unsafe condition, at any time, memorial owners must accept that the memorial will be laid flat / removed and that they will be responsible for the cost of removal and renovation / repair cost if they choose to have the memorial reinstated. Owners must ensure that they notify the Parish Clerk in writing of any change of address to enable them to be notified of any change in rules or regulations that may affect the grave or memorial.

15. Applications for approval of memorials must be made at least 14 days before erection to the Clerk using the form provided.
16. The person who makes the application shall, in his application, authorise the Council as follows:-

“I understand that the memorial remains my property and as the owner of the Grant of Exclusive Rights of Burial I am responsible for keeping the memorial in good repair at all times to meet current and any future Health and Safety Regulations or Rules that may be applied. I understand that if I fail to do so the memorial may be laid flat / removed without prior notice, I agree to allow Wragby Parish Council to authorise random testing of memorials to National Association of Memorial Masons standards (or any relevant Health and Safety standards) to ensure that I am complying with my obligations as the owner of the Grant of Exclusive Rights of Burial of this grave / plot. If the memorial is found to be in an unsafe condition, at any time, I accept that the memorial will be laid flat / removed and that I will be responsible for the cost of removal and renovation / repair cost if I choose to have the memorial reinstated. I will ensure that I notify the Parish Clerk in writing of any change of address to enable the council to notify me of any change in rules or regulations that may affect the grave or memorial”.
17. The Council reserves the right to limit the period during which any memorials may remain erected on a grave to 5 years, renewable for periods of 5 years from the date of the Deed of Grant of the purchase of the exclusive right. Any monumental erection placed on a grave without the prior approval of the Clerk may be removed following notice to the owner of the grave and cost of the removal will be charged to the owner.
18. All memorials, tablets and gravestones and all places of burial shall be kept tidy and in good repair at the expense of the owner of the Deed of Grant.
19. The Parish Clerk has authority to remove any Headstone, which in his / her opinion, should be removed to facilitate the opening of any adjoining grave. Any headstone removed will be replaced at the earliest opportunity.
20. At no expense to the Council all such equipment, tools and any spare soil shall be removed from the Cemetery immediately upon completion of the erection of the memorial and, while the work remains unfinished, at the end of each day (spare soil may be disposed of in the skip provided).
21. Only inscribed headstones will be permitted.
22. No headstone may be removed from the cemetery unless the consent of the owner of the headstone has been obtained and approval given by the Parish Clerk.
23. No responsibility will be accepted by the council for the safe keeping of or any damage to any memorials in the Cemetery.
24. All work in connection with memorials and any necessary reinstatement arising there from shall be carried out to the satisfaction of the Council.
25. Removal of rubbish and surplus materials: Every person engaged in any work or labour in or upon any grave or memorial in the cemetery shall, immediately on completion thereof, clear up and remove from the Cemetery any rubbish and / or surplus materials remaining after completion. If any person, after receiving one day's notice from the Cemetery Working Party neglects or fails to comply with this requirement, the rubbish and / or surplus materials in question will be removed by the Cemetery Working Party and the person so neglecting or failing to comply shall, on demand, pay to the Cemetery Working Party the cost incurred in removal.

General Rules Regarding Wragby Cemetery and Closed Churchyard

1. No vehicle must be turned on the turf.

2. All person entering these burial grounds must conduct themselves in a quiet and orderly manner. No person shall:-
 - a. Wilfully create any disturbance
 - b. Commit any nuisance
 - c. Wilfully interfere with any burial taking place
 - d. Wilfully interfere with any grave, walled grave or vault, any tombstone or other memorial, or any flowers or plants or any such matter;
 - e. Play any game or sport;
 - f. Deposit any litter or rubbish other than into the receptacles provided.
3. Children shall not be permitted in the Cemetery unless in the charge of some responsible person, unless with the consent of the Parish Clerk.
4. Any person soliciting orders within the cemetery will be removed.
5. No dogs are allowed unless under proper control.
6. Any person detected picking or damaging shrubs, trees and flowers may be prosecuted.
7. The Council reserves the right of placing a mark of reference to all graves.
8. With the exception of graves purchased out of rotation, interments shall take place in consecutive order, if the soil permits, until the whole area has been buried or appropriated.
9. Care of wreaths and flowers is the responsibility of relatives, but any dead or unsightly artificial flowers or unsuitable containers may be removed by the council's officer or representative.
10. The Parish Council reserves the right to alter or amend these conditions from time to time

When circumstances render it desirable to deviate from any of the above Regulations a special application must be made to the Parish Clerk.

End.