

PEBWORTH PARISH COUNCIL

BURIAL GROUND REGULATIONS

The Burial Ground is administered by the Clerk on behalf of Pebworth Parish Council.

All enquiries should be referred to Donna Bowles, Parish Clerk

Tel: 07724 601366 or email clerk@pebworthparishcouncil.gov.uk

1. By the provisions of Article 18 of the Local Authorities Cemeteries Order 1977, it is enacted that:
No person shall:
Willfully create a disturbance or nuisance in the Burial Ground.
Willfully interfere with any burial taking place.
Willfully interfere with any grave, tombstone or other memorial, or any flowers or plants or any such matter.
Play any game or sport in the Burial Ground
Allow any dog or other domesticated animal into the Burial Ground
(with the exception of Guide Dogs).
2. Children under 12 years of age are not allowed unless under the control of a responsible adult
3. Only vehicles that are conveying memorials or associated goods will be allowed into the Burial Ground and then only with the consent of the Clerk and must comply with his/her directions
4. No burial shall take place, or any memorial placed relating thereto, without the prior permission of the Clerk to the Parish Council.
5. In every case a minimum of 7 days notice shall be given, confirmed in writing within 24 hours, excluding weekends, Public and Bank Holidays. The only exceptions to this rule are in cases of epidemic diseases and where extraordinary circumstances prevail
6. Every notice of interment shall be on the form provided or otherwise agreed by the Council and must contain a full and true statement of the particulars required and be signed by the applicant. All fees and charges shall be paid at the time of giving notice unless agreed by the Council. Upon completion the applicant will receive a signed copy of approval.
7. Orders or instructions received by telephone shall be confirmed in writing within twenty four hours. The Council will not accept responsibility for loss of any remittances or instructions forwarded by post.
8. All interments shall take place on Mondays to Fridays between the hours of 10 am and 4 pm (inclusive) unless a Coroner or registered medical practitioner certifies (in writing) that an immediate interment is necessary.
9. The pre-purchase of Exclusive Rights of Burial for any grave plot is not normally permitted but in circumstances where a request is made for a spouse or very close relative to purchase a single grave directly adjacent to a grave for an interment the request will be considered by three Councillors and the Clerk.
10. The Council rules that a parishioner is a person listed on the current Parish Electoral Register, all other persons are considered to be non-parishioner. Anyone who has resided in the parish and has moved away through ill health or old age within the last 10 years can be considered for burial by any three Councillors (including the Chairman if available) as a parishioner, the timescale of being away from the parish must be established with irrefutable evidence.
11. All applications to purchase an Exclusive Rights of Burial must be addressed to the Parish Council Clerk.

12. The Exclusive Rights of Burial must be purchased from the council in the respect of any grave and conform to the fees and conditions of purchase. **Please Note:** The owner of the Exclusive Rights is responsible for advising the Parish Council of any change of address. Failure to notify us of a new address may result in any remedial action required in respect of the grave plot, or any memorial installed on the plot, having to be taken without reference to the owner of the Exclusive Right.
13. The registrar's Certificate or Coroner's Order for Burial must be handed to the Clerk before the interment takes place.
14. The grave site will be the next available plot which will be confirmed by the Parish Council, with the exception of an existing Exclusive Rights of Burial held by the Parish Council. We regret that choice of plot location is not possible.
15. At every opening of a grave where exclusive right of Burial has been purchased, the Deed or Grant must be produced to the Clerk prior to interment taking place. Where a Deed cannot be produced, a Form of Indemnity, duly signed, must be produced prior to the interment taking place.
16. Any person carrying out work of any kind on a grave shall take all steps as may be necessary to protect the adjoining graves, memorials, grass, plants and paths from damage.
17. The agreed size of a burial plot is 9ft x 4ft., single depth only, double depth graves are not permitted
18. All refuse, soil, plants, weeds and surplus materials of any description produced in or resulting from any work carried out on a grave shall be removed from the Burial Ground to the satisfaction of the Clerk.
19. Graves may be planted and maintained at the expense of the owners, but no trees, shrubs or perennial plants may be planted anywhere in the Burial Ground.
20. Any artificial flowers or plastic adornments including flower wrappings and sleeves made of plastic are prohibited from being placed in the cemetery for environmental protection.
21. Any artefacts, memorabilia, or plastic items which the council considers to be inappropriate or unacceptable will be removed from any grave or other part of the cemetery.
22. No scattering of ashes is permitted

BURIAL GROUND FEES & CONDITIONS OF PURCHASE

| General | | |
|--|--------------------------|------------------------|
| Administration Fee | Both Ashes & Burial | £50.00 |
| Gravedigger Fees | Ashes | £60.00 |
| | Burial & removal of soil | £425.00 + hire of skip |
| Searches of burial records will be charged at a fixed fee of £25 for the first hour and each hour or part hour thereafter, £25 per hour. Fees will be waived or remitted where an enquiry leads to the use of cemetery services or where an enquirer is bona fide, looking for grave location (not genealogical enquiries) | | |

| Interment | Pebworth Parishioners | Non-Parishioners |
|-------------------------------------|-----------------------|------------------|
| Single Plot Purchase | £165.00 | £770.00 |
| Interment Body | £165.00 | £770.00 |
| Interment Ashes, existing plot only | £60.00 | £275.00 |
| Interment of persons under 18 years | Free | £400.00 |

HEADSTONES & MEMORIALS

23. Before the erection of any memorial or other work relating to a burial plot, an application must be made to the Council on the appropriate form provided or otherwise agreed by the Council. This application must include a drawing/sketch with measurements and nature of the proposed memorial, along with full details of proposed inscription. Subject to approval and on payment of the appropriate fees, authorisation will be granted. No memorial may be erected or inscription made unless approved by the Clerk to the Parish Council.
24. All Stone Memorials shall be constructed of best-quarried stone, or at the Council's discretion and with their permission, may be freestone, soft stone or composite materials, with all fixings made in accordance with recognised trade standards (Recommendations of the National Association of Monumental Masons or equivalent) and shall be stabilised using the recommended underground fixing. Headstones shall be erected vertically on the outer edge of the plot at the head of the grave and shall not exceed 4 feet(900mm) in height measured from the ground nor 2 feet (600mm) in width, nor 12inches (300mm) in thickness and shall be in positions approved by the Clerk.
25. No permanent memorial shall be placed before the expiry of six months from the date of interment.
26. The Council reserves the right to object to any inscription, which is, in their opinion, improper or undesirable. Where such an inscription has been cut without the prior approval of the Council, the Grantee shall by order of the Council cause the said inscription to be erased at his own expense in a proper and workmanlike manner so that the appearance of the memorial is not impaired.
27. Due notices of 24 hours must be given to the Clerk of the intention to fix any memorial. The necessary authorisation must be obtained.
28. Fixing or erection of memorials is only allowed in normal working hours
29. Kerbing, footstones and grave slabs are only permitted if they are level with the surface of the turf
30. The name of the monumental mason supplying or erecting a memorial may be cut, in small lettering, at the back of the memorial only, and nowhere else
31. Any memorial or part thereof removed or replaced in the process of opening a grave shall be removed or replaced at the risk of the person requiring the grave to be opened.
32. Memorials must be maintained in good order and repaired by the owners of graves. The Council reserves the right to repair or remove any memorial which has been placed within the Burial Ground without the required authority from the Council, or which has become dangerous or unsightly.
33. No memorial shall protrude in any manner on to a neighbouring grave, except that, with the Parish Council's express consent.
34. Any memorial considered by the council to be unsafe for any reason will be made safe by the council by what ever means necessary and without prior notice to the owners of the grave.
35. Any non parishioners request to purchase a grave plot will be subject to three Parish Councillors explicit permission.
36. The Council's conditions for purchasing an Exclusive Rights of Burial as shown in the list of fees applies to

all grave and plot purchases.

| | Pebworth Parishioners | Non-Parishioners |
|--|-----------------------|------------------|
| Right to erect a tablet or plaque for cremated remains | £90.00 | £340.00 |
| Right to erect any memorial | £165.00 | £770.00 |
| Right to erect a small vase 12"x8"x8" or smaller | Free | Free |
| Additional inscriptions | Free | Free |

All matters regarding the Burial Ground must be addressed to the Parish Council Clerk, details above

These regulations were reviewed by the Parish Council 13th May 2024