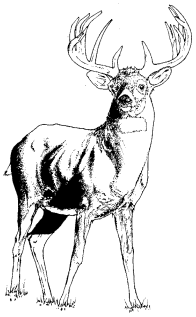
KING'S SOMBORNE PARISH COUNCIL

AND BURIAL AUTHORITY



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REGULATIONS IN RESPECT OF INTERMENTS AND ERECTION OF MEMORIALS IN THE KING'S SOMBORNE CEMETERY

These regulations are in addition to the provisions of the Local Authorities Cemeteries Order 1977 and any other appropriate laws or statutes currently in force.

The Parish Council reserves the right to amend these regulations and to deal with any circumstances or contingencies not provided for in the regulations as necessary.

Interpretation of terms:

'The Cemetery' means the Cemetery maintained by the Parish Council known as 'The King's Somborne Cemetery'.

'The Parish Clerk' means the person for the time being holding the office by that designation under the Parish Council, hereinafter known as the Clerk with respect to the Cemetery, and any person who shall be acting for him at the Cemetery in his absence.

'Grave' means a burial place formed in the ground by excavation and without any internal walls of brickwork or stonework or any other artificial lining. All graves shall be allocated a number according to the Cemetery plan.

'Cremation Plot' means a place formed in the ground by excavation for the purpose of interring ashes or their containers. Such a place shall measure not more than 2 feet by 2 feet. All plots shall be allocated a number according to the Cemetery plan.

'Purchased Grave or Cremation Plot' means a grave or cremation plot wherein the Exclusive Right of Burial (subject to these regulations) has been granted by the Parish Council.

1. Private Work. No private work shall be undertaken by Visitors to the Cemetery other than general grave or plot tidying. Visitors to the Cemetery shall not engage any employee of the Parish Council to execute any private work in the Cemetery.

2. Exclusion or Removal of Persons from the Cemetery. The Parish Council may, at any time, remove or exclude any person from the Cemetery who shall be guilty of any breach of the regulations being in force at that time.

3. Production of Grant or Deed required before re-opening. No grave for which the Exclusive Right of Burial has been purchased may be re-opened without the written consent of the owner or his/her personal representative, and the grant.

4. Times of Notice of Interment. Notice of interment shall be given to the Clerk at least 2 clear working days in advance of the day of interment, excluding weekends, Good Friday, Christmas Day and public holidays. This regulation shall not apply upon production of a medical certificate stating that an early interment is necessary.

5. Fees and Charges for Interment. The fees and charges payable to the Parish Council in respect of interments in the Cemetery, or grave spaces or memorials or otherwise in connection with the Cemetery, shall be those detailed in the Table of Fees and Charges, which shall be subject to review on 1 April each year, or at any other time at the discretion of the Parish Council. The Table of Fees applies to all residents of the Parish or those recently resident. Double fees and charges are payable by all other persons. All fees and charges shall be paid in advance to the Clerk.

6. Selection of Graves and Plots. Pre-purchase of graves or plots is not permitted. Graves and plots will be allocated in sequence unless exceptional circumstances apply when the decision of the Clerk on behalf of the Council shall be final.

7. Grantee of Right of Burial. If a personal representative from outside the Parish applies to bury a resident of the Parish the fee payable shall be the same as an application from a local representative.

8. Arrival of Funerals at the Cemetery. The time of any proposed interment shall first be arranged by the Funeral Director and the Clerk to the Parish Council. The time agreed shall be that at which the funeral is to be at the Cemetery. All interments shall take place on Mondays to Fridays between the hours of 0900 and 1530 and on Saturdays between the hours of 0900 and 1200. (The exception as in clause 4 to apply)

9. Graves sold subject to Regulations. All graves and cremation plots shall be sold subject to the regulations currently relating to the Cemetery.

10. Exclusive Right of Burial. The Exclusive Right of Burial in any grave or cremation plot shall be entered in the Register of Grants of Right kept by the Clerk. After the interment of the owner of the grave or plot, the personal representative shall produce to the Clerk the Grant of Probate or Letters of Administration so that proof of change in ownership may be duly registered. Until satisfactory proof of ownership is given, the grave or plot cannot be opened or interfered with and no memorial or tablet may be installed or work carried out on an existing memorial, including additional subscriptions. The Exclusive Right shall last for a period of 30 years at the expiry of which time it shall either be renewed at the appropriate fee or ownership shall revert to the Parish Council.

11. Digging of Graves and Cremation Plots. All graves and plots shall be dug and reinstated under arrangements made by the undertakers. **Surplus spoil is to be removed from the Cemetery by the grave digger and no spoil is to be deposited on an adjacent grave or plot at any time.** Graves are to be returfed at the conclusion of the interment.

12a. Interment in Graves. In all graves there shall be at least 3 feet of earth between the surface of the ground and the top of the coffin and no coffin shall be buried in a grave in which an interment has already taken place unless the coffin containing the body is effectively separated from any coffin already placed and remaining in the grave by a layer of earth not less than 6 inches in thickness and no human remains interred therein shall be disturbed nor shall any soil which is offensive be removed. The minimum depth for plots shall be 5 feet for single depth and 6ft 6 ins for double depth. Coffins shall be made of suitable biodegradable materials and no metal or other non-biodegradable coffins, caskets or containers will be allowed.

12b. Interment of Ashes. In all cremation plots there shall be at least one foot of earth between the surface of the ground and the ashes or top of the container and each plot shall be of a depth suitable for the interment of two sets of ashes.

13. Certificate of Disposal. A legal certificate, or the Registry of Death, or in the case of an inquest the Coroner's Order, shall be delivered to the Clerk before the burial takes place. A certificate of cremation shall be delivered to the Clerk in the case of cremated human remains.

14. Death from Infectious Diseases. In all cases of death from infectious diseases the body shall be taken directly from the hearse to the grave.

15. Coffins of Still Born Children. No body shall be received unless decently covered and placed in a coffin of wood with the name of the deceased or in the case of a still born child with the name of the child or that of its parents indelibly affixed.

16. Admission of Dogs. The admission of dogs, unless on a lead, is prohibited. Dogs shall not be allowed to foul within the Cemetery.

17. State of Repair. Every grave, plot and memorial shall be kept in good repair by the owner. On default by the said owner after 14 days notice in writing has been sent by registered post to the registered owner at his/her registered address, the Council reserves the right to take over the maintenance of the grave or plot and have it and any memorial on it put in good and safe order at the expense of the grave owner. If payment for work is not forthcoming, the debt will be attached to the grave or plot and no further burials or works will be allowed until the debt is cleared. Memorial maintenance work shall only be undertaken by suitably qualified masons and to the satisfaction of the Parish Council.

18. Graves Enclosure. The purchaser of any grave or cremation plot shall, when erecting a memorial, place such memorial in the position determined by the Parish Council. No form of grave enclosure other than in stone is allowed and this includes railings, chains of any description and glass wreath cases. The Council reserves the right to remove any such unauthorised items and hold them for collection by the owner within 14 days of notification or dispose of if the owner does not collect them within the stated time.

19. Interment of more than one body in the same grave at the same time. Only the body of one adult, orthe bodies of 2 children each under the age of 12 years, may be buried in any grave at the same time, unless the bodies be those of the same family.

20. Trees, Shrubs, Plants and Flowers. Dwarf trees, shrubs, plants and flowers shall not be planted upon graves or cremation plots. The Parish Council reserves the right to remove, prune and cut down any trees, shrubs, plants or flowers previously planted which in its opinion have become unsightly, overgrown or dangerous. Persons tending graves or plots shall be required to dispose of any rubbish removed from the grave or plot to the bins provided for that purpose. The planting of young trees in memory of a deceased is not allowed.

21. Personal effects. The Cemetery is an area for quiet reflection for many persons and unusual adornments such as balloon, plastic attractions or personal effects, placed upon the grave or plot of a deceased may cause upset or offence. Consequently, such items are to be discouraged and the Parish Council reserves the right to remove any items which in its opinion may cause offence in any way. Similarly, lighted candles, including those within a glazed container, and any breakable items, particularly glass items, are not allowed because of the possible fire risk and attendant safety dangers to grounds maintenance staff, others visiting the Cemetery, and to animals. Such items removed by the Parish Council will be placed near the waste bins for collection by the owner within 14 days of notification or be disposed of if the owner does not collect them within the stated time.

22. Register. Applications to search the Register of Burials shall be made to the Clerk.

23. Removal of Memorials. The Parish Council reserves the right to refix, realign or remove any memorial as may be required provided any such work shall only be carried out by an approved stonemason. Broken cement beds for chippings shall be removed and the enclosed turfed over. Where the owner of the Rights of Burial cannot be traced at the time of carrying out the work, the cost shall be borne by the Parish Council and passed on to any person subsequently requesting interment to be permitted in that grave.

24. Work to be executed to the satisfaction of the Parish Council. All work in the Cemetery shall be executed to the complete satisfaction of the Parish Council.

25. Regulations for the Erection of Memorials. Memorials can only be erected upon issue of the necessary permit from the Parish Council and with the written consent of the owner of the Grant of Exclusive Rights of Burial for the grave or plot concerned. This requires the purchase of the Exclusive Right of Burial to the plot beforehand. (Note: without the purchase of the Exclusive Right of Burial no memorial may be erected on the plot). Regulations for the erection of memorials are attached and shall be complied with by all memorial masons executing work on memorials.

By Order of King’s Somborne Parish Council

1 February 2019

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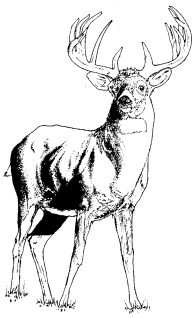

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REGULATIONS FOR THE ERECTION OF MEMORIALS

1. All memorials shall be erected and remain at the sole risk of the owner. A sketch of each proposed memorial giving full details and dimensions, together with the owner's consent, must be submitted to the Parish Council. **No memorial may be erected in the Cemetery without the written consent of the Clerk**. No memorial shall be removed or altered without the written consent of the owner and the Clerk except as otherwise provided.

2. All memorials are to be of natural or reconstituted stone and no Bath, Caen, or other soft stone or wood, shall be allowed in the construction of any memorial. All monumental work shall be finished prior to the erection of any memorial, excepting the execution of a second inscription for which permission must be obtained.

3. Masons and others, prior to fixing memorials, shall furnish themselves with all appropriate tools and necessary appliances.

4. All vehicles conveying memorials to the Cemetery shall after unloading draw into the lay-by or parking places.

5. Masons and others employed on any kind of work in connection with memorials in the Cemetery shall remove all spare soil and leave the ground clean after completing their work. They will be held responsible for any damage caused by them either on the ground or to the memorials erected thereon.

6. All memorials and any parts or part thereof which have to rest in or upon the ground, or upon any brick, stone or other foundations, shall be fairly squared and bedded off. The Parish Council reserves the right to reject applications for memorials with stones of uneven thickness or with corners knocked.

7. The top surface of every foundation stone must be at least 5cms (2ins) below the level of the highest point of the surrounding turf.

8. All work on memorials shall be completed during the hours of 8.00 am and 5.00pm on weekdays excepting Saturdays when work must cease at 12.00pm.

9. The erection of memorials shall not be allowed during unsuitable weather or whilst the ground is in an unfit state.

10. No rails, chains of any description, or glass wreath cases shall be allowed as part of any memorial.

11. Copper, or other approved non-rusting material, cramps or dowels of approved thickness, shall be used in putting together memorials, the holes of the dowels to be not less than one inch deep; dowels to be of sufficient length to fit the holes properly.

12. All headstones of 15cms (6ins) or more in thickness shall be attached to the base by a tongue, not less than 50cms(20ins) long.

13. All monuments and headstones with bases shall be supported with brick, stone or other foundations as the Parish Council may deem necessary, and set:

a. with good mortar, compound of lime and clean sharp sand or other suitable materials or

b. with good cement or

c. with good cement mixed with clean sharp sand

14. For graves, a foundation of good approved stone, slate or concrete one metre by at least one third the height of the memorial and a minimum 8cms thick shall be used for the bottom base for any memorial. No memorial is to exceed 122cms (4 ft) in height by 76cms (2.6ins) in width by the length of the grave. For cremation plots, the minimum thickness of a

memorial up to 50cms (20ins) high shall be 5cms (2ins) and that of a memorial from 50cms (20ins) to 122cms (4ft) shall be 7.6cms (3ins).

15. Second bases must be securely fastened to the bottom by dowels or other approved methods.

16. No advertising boards, tablets or cards, shall be placed on or around any monumental erection nor shall any form of advertising be displayed in any part of the Cemetery.

17. Any memorial temporarily removed when a grave is opened for an interment shall be placed and fixed within twelve months from the date of re-opening of the grave.

By Order of King's Somborne Parish Council

1 February 2019