

Evercreech Parish Council November 2021

EVERCREECH CEMETERY. BRUTON ROAD, EVERCREECH

RULES AND REGULATIONS – February 2021

1. The Cemetery is open from 8am until sunset daily.
2. No dogs are permitted except guide dogs.
3. Permitted vehicles on site only.
4. Interments may take place on any day of the week except for bank holidays and weekends, between the times of 9am and 4pm. Saturdays by special arrangements made via The Clerk. Other times will only be permitted in the case of an emergency certified by a Coroner, Medical Practitioner or at the discretion of the Parish Council.
5. Notice of interment is usually provided by the Funeral Director on a prescribed form. Notice shall be forwarded to the clerk not less than three clear working days prior to interment, not including weekends and bank holidays. Interment confirmation can be made by telephone but is then to be immediately via written email. The payment of prescribed fees is to be forwarded to the clerk at time of forwarding interment details and prior to interment taking place.
6. Cremated remains may only be interred in previously purchased graves or cremation plots.
7. The district Registrars or Coroner's Certificate is to be passed to the Clerk prior to the interment, this is usually via the funeral director.
8. Exclusive Right of Burial. The purchase of a grave plot may be agreed in conjunction with the interment arrangements or at any time prior. If the reservation of a plot is required, please contact the Clerk who will be only too pleased to help. Fees payable to be forwarded at time of application.
9. A certificate of 'Exclusive Right of Burial' will be issued upon purchase of a plot(s) detailing the purchasers name and address and it is advised this be kept in a safe place.
10. The selection of a grave plot is subject to the recommendation of the Clerk, although the wishes of the applicant will be considered.
11. The old part of the Cemetery where double depth graves were available is now considered full. Graves purchased in the newer part of the cemetery are single depth only.
12. Coffins of wood, particle board or such-like are to be used.
13. All graves are to be dug by a person authorised by the Parish Council in conjunction with the Funeral Director, who will organise the grave digger.
14. The interment of ashes may be carried out by an individual upon notification to the Parish Council of the date and time of interment.
15. Exhumation - in addition to all consents required by law, arrangements for an exhumation must be made with the Parish Council.
16. Maintenance of grave space. All grave spaces are to be kept in a neat and tidy condition by the owners. In the new section of the cemetery, all grave spaces are to remain turfed. Only Stonemason fitted and approved kerbstones are permitted. No grave mounds are allowed, no other surrounds are permitted save the kebstones mentioned above. All vases to be integral to the memorial stone. The Parish Council reserves the right to level and re-turf any such grave space that has been dug or planted and to remove kerbs etc, if appropriate. In the case of neglect, the Parish Council will maintain the area as it considers reasonable which may include the removal of surrounds, levelling and re-turfing.
17. All plant clearings to be placed in the refuse bins provided.
18. Soil is not to be placed in the cemetery bins.

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19. **Memorials.**

- Memorials may be placed only on those grave spaces where the Grant of Exclusive Right of Burial has been purchased.
20. Permission to erect a Memorial or to add an inscription to a memorial must be granted by the Parish Council prior to its installation. Permission is also required to carry out works to existing memorials. Applications in writing to erect a memorial are usually received via an approved Monumental Mason, together with the appropriate fee. There are certain size, type, and installation requirements to be adhered to, the details of which are available from the Monumental Mason or the Clerk.
21. All applications are to *clearly* indicate the following:
- The name and full postal address of the applicant who will be deemed the owner of the memorial.
 - A full description of the memorial to include the size, material used, vase type, lettering type, inscription and fixing to be used.
 - The date of interment.
22. All memorials must be erected in accordance with the NAMM Recommended Code of Working Practice, fixing systems recommendations with patent anchor system.
23. The owner/applicant should request a 10-year Guarantee of Workmanship from the Monumental Mason contracted to carry out the works (This is a requirement that the Parish Council insists upon in its contract with monumental masons)
24. The grave number must be inscribed on rear base.
25. The Parish Council reserves the right to refuse an application to erect a memorial and/or the use of certain wording deemed inappropriate.
26. No works are to be carried out prior to permission being granted.
27. The details of the memorial application are not to be altered in any way once the Parish Council has granted permission. Such subsequent alterations must be applied for in writing..
28. On approval, a Grant of the Right to erect and maintain, or add inscription to a memorial shall be issued by the Parish Council to the applicant/owner. This Right will be granted for a period of 30 years. During that time, the owner is responsible for maintaining the memorial good repair. If the memorial has been maintained in good repair after the 30-year term, the Right can be renewed at the discretion of the Parish Council.
29. The Parish Council asks to be informed in the event of the Grant of Right to memorial ownership being transferred to next of kin. The name and address of the new owner is required.
30. The Parish Council asks to be informed of any change of address of owners.
31. All memorials shall remain at the sole risk of the owner and Stone Mason.

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32. The Parish Council is under a duty of care to ensure the safe use of the cemetery. If on inspection it considers a memorial to be immediately unsafe, will lay flat and contact the owner to effect repair. If a memorial is considered to require repair, the owner shall be requested to affect the repair upon due notice from the Parish Council. If the repair is not carried out within a reasonable time limit, at the Parish Council's discretion, it may carry out the repair and recharge the owner.
33. The Parish Council does not accept liability for any possible damage to memorials, however caused.
34. Monumental Masons to have public liability insurance for a minimum of £5 Million.
38. The Clerk is to be informed as to when the memorial is to be erected in the cemetery.
35. Cheques shall be made payable to, *Evercreech Parish Council*
36. Monumental Masons to be aware that the Parish Council meetings are usually held on the first Tuesday of every month. Applications MUST be received 5 working days prior to the meeting to be considered. If this does not happen, the application will be considered at the next months' meeting.
37. The Parish Council has the right, as owner and sole manager of the cemetery, to maintain the buildings; including the Lych Gate, paths, boundaries under ownership, trees plants etc. as it believes appropriate.
38. The Parish Council reserves the right to alter any of the above.