

Sutton-on-Trent Parish Council

Regulations made by the Parish Council of Sutton-on-Trent as Burial Authority for the management of the Cemetery and Garden of Remembrance at Ingram Lane.

General

The Cemetery and Garden of Remembrance ('Cemetery') is managed and operated in accordance with the Local Authorities' Cemeteries Order 1977 as amended by the Local Authorities' (Amendment) Order 1986 and such other regulations as may be made by the Secretary of State for the Home Office.

All persons entering the Cemetery do so at their own risk. The Council will not accept any liability for injuries or damage sustained howsoever caused. Children under the age of 16 are not permitted in the Cemetery except under the care of a responsible adult.

All persons are requested to use the waste bin provided and not drop, throw or otherwise deposit or leave any waste paper or refuse of any kind in the Cemetery.

Dogs are NOT permitted into the burial ground.

All enquiries, requests and complaints from members of the public should be addressed to the Clerk to the Parish Council as the Burial Authority.

A plan of the burial ground showing the situation of grave plots along with the Register of Burials is kept at the office of the Clerk to the Parish Council as the Burial Authority.

Internments

The burial ground is for the Parish of Sutton-on-Trent. Non-parishioners are charged additional fees for internments. In determining which fee will be charged, the last permanent address of the deceased will be used. If a long-term resident of the Parish has been accommodated in a residential care/nursing home outside the area for the last twelve months, the parishioner rate will apply.

Notice of Interment must be given to the Clerk of the Burial Authority as soon as possible, but at least 48 hours before the time fixed for the Interment. Exception to this regulation may be made where the delay is unavoidable, as in the case of epidemic diseases.

The Registrar's Certificate of Death and Disposal, or Coroner's Certificate (in the case of an inquest) must be left with the Clerk at the time of giving notice in order that the burial may be duly authorised.

Prior to the burial an account for Burial Fees and charges in accordance with the Table of Fees as laid out by the Burial Authority from time to time, will be forwarded to the Funeral Director concerned.

Unless otherwise agreed through a pre-purchase and a Grant of Right of Burial, the selection of a grave plot is, in all cases subject to agreement with and the approval of the Burial Authority. Plots will be allocated on a next available plot basis. Persons who desire to have one or more grave spaces as a family burial place must specify this when purchasing the first grave space and may purchase and obtain grants of right of burial for the period of fifty (50) years for additional spaces on payment of the appropriate fee.

The purchaser of a grave plot will be furnished with a Deed or Grant of Right and will have the exclusive right of burial in such plot, but will not have the power of transferring the right of burial in any grave (without the consent of the Burial Authority) to any person other than relatives or next of kin by blood or marriage unless it is done by Will.

On the death of the owner of a grave plot, a person claiming under a Will or as next of kin will be registered as the owner after satisfactory proof of title and payment of the registration fee as detailed in the Table of Fees.

In the case of a proposed Interment of a Body, whether of the same family or not, in a grave which has been previously purchased, the owner of such a grave, or lawful representative or next of kin must give written consent to the Interment and the Deed of Grant must also be produced.

The charge for Interment in a public grave does not include any right or privilege other than a right of burial in a grave to be selected by the Burial Authority.

All grave plots are for single use, however cremated remains may be interred in a plot with the approval of the Burial Authority and on payment of the appropriate fee as detailed in the Table of Fees.

All graves must be excavated and prepared by the person appointed by the Funeral Director concerned.

Interment will not be allowed to take place on Sundays, Christmas Day, Good Friday, or Bank Holidays, except under very urgent circumstances and with the consent of the Chairman of the Burial Authority.

The size of the grave plots will be 2700 mm x 1200 mm. The size of plots for cremated remains will be 600 mm x 600 mm.

No burial or interment of cremated remains shall take place without the prior consent of the Burial Authority.

Headstones and Monuments

Headstones only will be permitted to be erected. Flat stones, kerbstones or border-stones are not permitted in the Cemetery.

In the case of intention to erect a headstone, notice must be given to the Clerk of the Burial Authority, giving full particulars and a sketch plan of the proposed erection and stating its height, width and inscription thereon and the Burial Authority's written consent obtained before any headstone is erected. Headstones must be in keeping with the surroundings.

The work of erecting and fixing headstones is to be executed to the satisfaction of the Burial Authority, the ground cleared of waste materials and rubbish and left as tidy as possible and any damage to paths made good.

The term Monument under this heading refers only to any memorial which may be erected in the event of multiple deaths due to some public disaster.

Care of Graves and Memorials

The Cemetery is classed as the "open-type" and no grave mounds are permitted. After interment the grave will be levelled and the ground re-turfed.

It is the intention of the Burial Authority, as the burial ground develops to make it as far as possible a place of beauty and reverent care. Owners of graves, relatives and visitors are requested to co-operate in this aim by treating the Cemetery with due respect.

Owners of graves and/or relatives or next of kin of persons buried in the Cemetery shall be responsible for keeping their graves tidy and in order others using or visiting the Cemetery are therefore earnestly requested to co-operate in this matter. All dead flowers and other litter must be placed in the receptacle provided for this purpose.

All headstones and vases are to be kept in position and repair by the owners. In case of neglect to repair after three months' notice to do so has been delivered or posted to the last known address of the registered owner, the same will be liable to be removed or otherwise dealt with as the Burial Authority may direct.

The Burial Authority, or its appointed agent or contractor, will undertake the work of maintaining and cutting the grass in the Cemetery.

Cremated Remains

Cremated remains shall be buried in the Garden of Remembrance. A plaque may be placed above the deceased person's remains. Where it is intended to place a plaque, written notice must be given to the Burial Authority giving full particulars including dimensions, inscription and any designs. The maximum size allowed is 45cm x 45cm (18" x 18"). The written consent of the Burial Authority must be obtained before any plaque is erected.

Cremated remains may, subject to agreement with and written approval from the Burial Authority, be buried within an existing grave on payment of the appropriate fee as detailed on the Table of Fees. Where it is intended to add a headstone to the grave or add an inscription to an existing headstone, written notice must be given to the Burial Authority giving full particulars and written approval obtained before any work is commenced.

Scattering of cremated remains within the burial ground is NOT permitted.

Burial Records

Records of Interments are kept by the Burial Authority, and relatives and friends interested may obtain information as to where the deceased persons were interred.

The Burial Authority reserve to themselves the right from time to time to make any alterations in or additions to the foregoing rules and regulations and also in the table of fees and charges.

Exhumation

No exhumation will be allowed unless at the order of an appropriate legal authority.

The foregoing regulations were approved and adopted at the meeting of Sutton-on-Trent Parish Council held on the 12th May 2020