

REGULATIONS APPERTAINING TO THE BURIAL GROUND AT WYKHAM LANE

1. The area to be used for graves is divided into grave spaces. A plan is kept on which each grave space is shown.
2. The plan of the cemetery, indicating the grave spaces used and unused, and the areas set aside for the interment of ashes, may be seen at the office of the Clerk to the Parish Council.
3. The grave spaces for the burial of persons aged 12 years or over shall be in measurement 9 feet by 4 feet (274.5cm x 122cm). Those for the burial of children under 12 years of age is 6 feet by 3 feet (183cm x 91.5cm). The grave spaces for the interment of ashes from a cremation shall be in measurement 2 feet by 2 feet (61cm x 61cm).
4. A Register of Graves is kept in which relevant details, including the name, age and date of burial of each person, are registered.
5. The Parish Council will permit an application for burial or reservation of site in respect of an applicant who falls within the categories set out in Annex A or Annex B respectively. All applications concerning the cemetery shall be made to the Clerk to the Parish Council, or in his/her absence, to the Chairman of the Parish Council.
6. Notice of Interment shall be given to the Clerk to the Parish Council at least three days (excluding Sundays) prior to the day of interment with all the particulars clearly stated thereon.
7. The granting of a reservation of site does not necessarily confer the right of interment at a future date in the event that the applicant ceases to be qualified for burial under the categories set out in Annex A hereto.
8. All sites will be allocated either by reservation or at the time of death by reference to the plan at the discretion of the Parish Council. This will normally be the next in line.
9. All persons must be buried in a coffin. Vaults or walled graves are not permitted.
10. Ashes from a cremation may be interred loose or in an approved casket.
11. One body only will be buried in a grave at one time unless the bodies be those members of the same family. No more than two bodies shall be interred in any one grave. The Parish Council will always respect the wish of members of the same family to be buried together. Interment of ashes can take place in a grave space in addition to the interment of two bodies.
12. No grave will be re-opened within 14 years after the burial of a person aged 12 years or over or within 8 years after the burial of a child under 12 years of age, unless for the purposes of burying another member of the same family, in which case a layer of earth of not less than 6 inches in thickness will be left undisturbed above the last buried coffin. If on re-opening any grave any annoyance to the sense of smelling be perceptible, the soil will not be disturbed. In no case will any human remains ever be removed from the grave.
13. All graves are to be dug to a depth of 6 feet (183cm), or 7 feet (213.5cm) in the case of a double grave, except for those of children under 12 years of age and those for the interment of ashes.

14. The funeral directors shall make arrangements for their grave digger to remove from the cemetery any surplus soil arising from each interment.

15. The funeral directors shall be responsible for ensuring that each grave shall be finished with turf flush with the surrounding area by the end of the period of six months of the initial interment and of each re-opening. The Parish Council will request the funeral directors to make good the settlement of any grave that has not been finished flush with the surrounding area on the expiry of those six months. The Parish Council will make good any grave that subsequently becomes uneven due to further settlement.

16. The Parish Council will not permit any kerbstone, flatstone or footstone to be erected in the cemetery.

17. All applications for the erection of a monument or memorial are to be made to the Clerk to the Parish Council. In no case is any stone or erection of any other monument or memorial to be placed in the burial ground without the written consent of the Parish Council.

18. No headstone or other memorial to be placed on a grave shall exceed the size of 2 ft. 6 ins. (76cm) in height by 2 ft. (61cm) in width by 4 ins (10cm) in thickness and placed on a base of 3 ft. (91 cm) by 1 ft. 6 ins. (46 cm). No memorial or headstone on a cremation plot shall exceed the size of 2 ft. (61cm) in height by 2ft. (61cm) in width and 4ins (10cm) in thickness and placed on a base of 2ft. (61cm) square.

19. No headstone will be permitted to be erected within six months of any interment. Should a headstone be erected within 6 months of a burial, the monumental mason will be responsible for the straightening of any memorial that may move due to settlement of the soil.

20. The responsibility for maintaining monuments in a good state of repair rests with the owner, who may wish to consider taking out an insurance against possible damage being incurred to a monument as the Parish Council will not accept liability.

21. The Parish Council will not permit a photograph or image of a person to be affixed to a monument.

22. Where a headstone is considered to be in a dangerous condition, the Parish Council will notify the owner at his/her last known address **either**
(a) that, in the circumstances where this is due to subsidence of the ground, the Parish Council will arrange for the memorial to be moved in order to level the ground, and to replace it, and will bear the expense of this work; **or**
(b) that, in the circumstances where this is due to age and wear and tear, the responsibility for making good rests with the owner.

23. Where an owner is unable to be traced, or no response is received after a period of two calendar months, the Parish Council will be entitled to move any monument assessed to be unsafe in order to level the ground, and to lay on the grave space any headstone considered to be in a dangerous condition by reason of wear and tear or, in the case of a kerbstone, to remove it from site.

24. The Parish Council accepts no liability whatsoever for any damage incurred to any monument.

(a) during the making good of sunken graves or the carrying out of remedial work to unstable headstones or memorials for public safety purposes; **or**

(b) for any damage incurred to a monument by a third party such as a stone mason, funeral director or a grass cutting contractor; **or**

(c) for any acts of vandalism.

25. The owner of the headstone or memorial is responsible for notifying the Clerk to the Parish Council of any change of his/her address.

26. Application for an additional inscription on a memorial or for a replacement memorial can only be made by or on behalf of the owner of the memorial and must contain a statement of ownership accompanied by the relevant fee.

27. For the purposes of these regulations:-

(a) monument includes headstone, vase or any other approved monument sited on a grave space;

(b) owner is assumed to be a purchaser of Exclusive Right of Burial unless advised otherwise; **and**

(c) Clerk of the Council wherever it appears includes a person duly authorised by the Parish Council to deputise for these purposes.

28. The Parish Council will not permit the planting of any tree, bush, shrub, bulb, or flowers (other than spring flowering bulbs) on a grave, and they will arrange where necessary for the stems of spring flowering bulbs to be cut by the end of May each year. The Parish Council will not permit the placing of crucifixes (unless treated as a headstone) or of any other form of memento on any grave, apart from a small vase on the base of the headstone. The owner could be asked to remove any such item planted or placed on a grave space without the Parish Council's consent.

29. The cemetery is opened for the admission of persons to walk in the footways and to inspect and visit the graves, subject to the regulations and restrictions of the Parish Council.

30. The hours of admission are between 9 a.m. and sunset.

31. No dogs or other animals are permitted to enter the cemetery at any time, unless kept on a lead. Any excrement deposited by any dog is to be removed from the cemetery by the person having control of the dog.

32. Motor vehicles and cycles must use the designated parking area. With the exception of the hearse they are not permitted to use the tarmac pathways unless so authorised by the Parish Council.

Authorised by the Parish Council of Bodicote at its meeting held on 19 May 2010

Item 18: measurements amended: January 2011

Item 28: amended September 2011