



CRICH BURIAL GROUND RULES AND REGULATIONS

**These regulations are made under the Local Government Act
1972 and the Local Authorities' Cemeteries Order 1977
as amended by the Local Authorities' Cemeteries
(Amendment) Order 1986**

Adopted 9th May 2022 – Minute no 160/22

Definitions

Council means the Crich Parish Council.

Clerk means the Clerk to the Parish Council.

Grave means a burial place formed in the ground by excavation without any internal wall, brickwork or stonework or any other artificial lining.

A casket means a receptacle constructed of whatever material containing a body.

An urn means a receptacle containing cremated remains.

Ashes means the cremated remains contained within an urn or scattered loose.

Resident means a person residing within the Parish of Crich.

Residential status is also granted to anyone who would have normally resided in the Parish but due to ill health, infirmity, or disability, has moved into care with a registered provider.

In determining whether fees chargeable are at resident or non-resident rate the Council will use the last permanent address of the deceased. If a resident of Crich has been accommodated in a registered residential care/nursing home outside the Parish within 3 years immediately prior to the date of death, the fees charged will be that of a resident.

The Burial Ground has earthen burial plots, ashes plots and an unconsecrated area.

Guidelines to burials

In accordance with the Byelaws, dogs shall not be admitted to the Burial Ground. Assistance dogs accompanying a person are allowed in the Burial Ground. Dogs must not be allowed to foul the Burial Ground.

No person shall ride a bicycle, skateboard or other similar machine in the Burial Ground.

- 1: Notice of date of interment must be given to the Clerk by e-mail or letter during normal Council office hours The Interment Notice (Green Form), completed application form, and relevant fee to be sent to the Clerk at least five working days prior to interment.

The Council shall not be responsible for:

Any discrepancies, errors or omissions on the notice of interment or other document which is required to be given or served on the Council or for liability arising from such discrepancies, errors or omissions.

The late receipt of the notice of interment or other document which is required to be given to or served on the Council or for liability arising from such late receipt.

- 2: All fees to be paid to the Council and sent to the Council Office or to the Clerk's home address by arrangement with the Clerk. The method of payment of fees shall be as determined from time-to-time by the Council.
- 3: Five working days' notice of interment must be given.
- 4: The Council is not responsible for the arrangement of Clergy, Minister or other person to officiate at the interment.
- 5: The Burial Ground is open for burial interments and cremated remains interments every weekday and Saturday mornings.

- 6: The body of a still born child or a child under the age of one month will not be accepted for burial until a certificate issued by the Registrar of Births and Deaths or a Coroner's Order is issued to the Clerk.

If however the stillborn is 24 weeks or less a three-part form will be issued by the hospital and burial can take place immediately as no registration will be necessary. Such interments will be within an area of the burial ground specially reserved for this purpose by the Council.

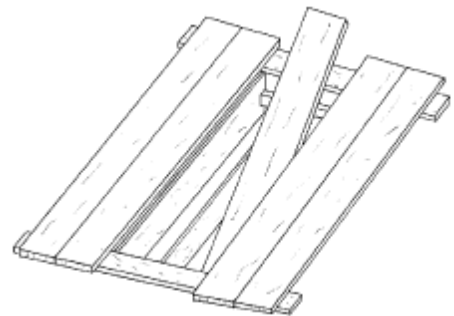
There will be no fee for the burial of a child up to and including the age of 18 years.

- 7: After interment, nobody can be removed without producing to the Clerk the faculty or licence required by law.
- 8: Persons appointed by the Funeral Director will excavate all graves.
9. All graves will be prepared by contractors employed by the Funeral Director.
- Every coffin must bear details of the deceased person therein and may only contain one body except in the case of a mother and her baby(ies).
- 10: Plots used to inter cremated remains/ashes must be marked with a temporary marker which bear details of the name of the deceased person, the date of interment, and the ashes plot number.
- 11: The individual selection of grave spaces will not be permitted, and plots cannot be pre-purchased/reserved. All applications for interment of a person who is not a resident of Crich will be subject to the payment of additional fees as shall be determined by the Council from time-to-time.
- 12: All applicants for interments shall arrange for a thick layer of soil to be placed immediately on top of the coffin to avoid damage to the coffin or casket by the excavated limestone when refilling.
- 13: No interment of a casket will be permitted nearer to the surface than three feet. In the case of an urn interred in a plot not containing a casket then the depth of the urn will be three feet unless prevailing ground conditions render this impractical. Where an urn is buried in a plot containing a casket the urn should be interred at a minimum depth of twelve inches.
- 14: Backfilling should commence immediately after all mourners have left the cemetery and be completed fully on the same working day.

Webbings and grass mats must be removed before backfilling commences.

Walk boards should be left in place during the whole of the backfilling procedure so as to prevent persons walking on any unprotected grave edge.

In order to reduce later subsidence and settlement of the grave, all backfill materials (including the material placed between the liners or vaults and sides of opened graves), shall be tamped and compacted in layers not to exceed 150mm in depth so that a compacted density of 90 per cent shall result, using soil free from large lumps where possible. This will also subsequently reduce the risk of the memorial tilting and thereby becoming unstable.



When backfilling large flints, pieces of rock or lumps of clay may damage the coffin when they impact from height. To reduce the risk of coffin damage a timber can be placed into the grave as shown in the above diagram. Backfill material will strike the timber, break its speed of fall and deflect to the sides of the grave

The grave is to be finished with a tidy mound of soil, covered with saved turfs to leave a tidy finish

The grave digger will be expected to:

- Backfill the grave to a suitable level in a sensitive and respectful manner

- Leave the grave turfed and tidy
- Remove all extra soil/spoil and spoil from the Burial Ground. Under NO circumstances must excess soil/spoil be dumped on any area of the Burial Ground, including under hedges.
- Make good any damage done to kerbing or any other part of the burial ground caused by the use of machinery associated with digging of the grave.

Ashes in/on graves

- 15: Permission must be obtained from the Council to inter or scatter ashes in/on a grave.
- 16: Urns can be interred in a grave. Once interred, ashes cannot be disturbed unless a Ministry of Justice Licence and/or a Bishops faculty are obtained. In the case of an interment of cremated remains (ashes), the cremation certificate will be required for interment and must be provided to the Clerk at least five working days prior

No body or cremated remains (ashes) may be removed from a grave without the production of the ecclesiastical faculty and or Ministry of Justice licence for exhumation required by law. Original documents will be required for this purpose.

Cremated remains (ashes) may be interred in urns or other approved containers in conventional graves or graves for cremated remains (ashes) and must be interred by an approved funeral director or an authorised representative of the Council.

Headstones/memorials

- 17: May only be erected on graves subject to the following conditions:
- a) The total height of the headstone must not exceed one metre, and the total width must not exceed one metre.
 - b) No headstone will be erected unless supported on a satisfactory foundation.
 - c) The design of the headstone and the lettering must be submitted to the Clerk for approval prior to the erection along with the current fee.
 - d) No headstone will be allowed unless it is made of natural stone.
 - e) No head stone may be erected within six months of the last interment in order to allow for settlement of the ground
 - f) Approval for headstones and tablets will only be given by the Council upon the receipt of an application for the burial of a body or ashes, a properly completed application form which states the burial or ashes plot number and the payment of all fees due.
- The removal of any memorial for any purpose must always be approved by the Council.
 - Unauthorised memorials are not permitted.
 - The full design and installation specification must be provided by the monumental mason to the Council in advance of any works commencing on site. All memorials when completed shall always remain the sole risk of the owner and each memorial must be kept in good repair by the owner.
 - The Council reserves the right to refuse to allow the placing of an inscription upon any memorial if, in the opinion of the Council, it is deemed to be libellous, inaccurate or likely to cause offence to any person or body of persons.
 - All memorials of 625mm or over (in height) must be designed and erected in full compliance with the British Standard BS8415 and the base must be fixed to the memorial using dowels or a recognised lockdown system.
 - The Council requires all monumental masons working in the cemeteries to be fully conversant with the British Register of Accredited Memorial Masons (BRAMM) guidelines. The Council will make reasonable efforts to inform monumental masons of any changes, but notwithstanding this

it is the responsibility of monumental masons to remain fully conversant with the BRAMM guidelines.

- Each memorial shall have on the side close to the base the masons name and the number of the grave and an anchor symbol to indicate when a ground anchor has been fitted.
- The Council will carry out safety inspections to establish whether memorials are at risk of falling and causing damage or injury. If any memorial is found to be unsafe the Council has a duty to minimise the risk and will take the action which best suits the circumstances relating to the individual memorial.
- The Council will follow relevant guidelines and best-practice and will publish full details of the inspection programme and procedure. The Council will make reasonable efforts to contact grave owners when memorial safety checks are to be carried out.

Tablets

- 18: May only be erected on ashes plots subject to the following conditions:
The total width and depth of the tablet must not exceed 46cm x 46cm (18" x 18"), and a height of 10cm (4").
- a) No tablet will be erected unless supported on a satisfactory foundation.
 - b) The design of the tablet and the lettering must be submitted to the Clerk prior to the erection, along with the current fee.
 - c) No tablet will be allowed unless it is made of natural stone.

Responsibilities of Contractors/Relatives

- 19: It is the responsibility of the relatives to maintain headstone/cremation tablets in a safe condition and in good repair.
- 20: Trades people and others employed in the execution of any work on the Burial Ground shall be required to make good any damage caused to the turf or otherwise and shall remove any surplus rubbish and materials forthwith.
- 21: Trades people and others must prepare all work ready for fixing before entering the Burial Ground and must supply items necessary to protect the existing graves, headstones and turf as necessary.
- 22: Vehicles will not be allowed to remain in the Burial Ground longer than necessary for loading and unloading. If any damage is caused by the bringing in or any materials, headstone/memorials or any other cause, the person or persons doing such damage will be held responsible for the same.
- 23: Soliciting orders within the Burial Ground for the erection or repair of headstone/memorials or any other work connected with graves is strictly prohibited.
- 24: The number of the grave corresponding with the register must be cut into the back of the headstone. Only with the Council's consent may the name only of the supplier be cut into the back of the headstone. No address or other particulars may be included.
- 25: The Council reserves the right to remove or require the owner to remove any headstone which in their opinion has become unsafe or dilapidated or is not kept in proper repair. Any headstone so removed by the Parish Council shall become the property of the Council and may be disposed of as they so desire.
- 26: The erection of side stones, footstones, railings or enclosures will not be permitted.

- 27: No permanent mounds on graves will be allowed.
- 28: The prior approval of the Council must be obtained to plant flowers or shrubs in the Burial Ground, which if allowed will be restricted. Those planted otherwise will be removed.
- 29: Glass globes, ornaments, glass bottles, jars and jugs will not be allowed; musical artefacts are prohibited. Artificial silk flowers or equal quality are acceptable but must be confined to the headstone base; the Council accepts no responsibility for flowers or wreaths. Any items deemed unsuitable will be removed forthwith. The use of plastic flowers and wreaths is, in the interests of the environment, discouraged.
- 30: Marble, or any other chippings or stones must not be laid upon the surface of any grave or around any cremated remains tablets. Tablets should not exceed 450mm square, and be placed perfectly in line with the terrain, not raised, they may hold a flower container, but no vases will be allowed in the Garden of Remembrance; there will be 200mm between cremated remains tablets.
- 31: The Parish Council have the right to remove, or have removed, any trees, flowers, shrubs or containers if they deem necessary for any reason. The Parish Council will remove Christmas wreaths not removed from graves by the first week of March. Floral tributes will be removed 28 days after an interment.
- 32: Children under the age of twelve years will not be allowed in the Burial Ground except in the charge of some responsible adult.
- 33: The Council reserve the right to clip or mow any grass on any grave in the Burial Ground and to remove any dead flowers etc.
- 34: The public are requested to remove all dead or discarded flowers etc and to dispose of discarded flowers and wreaths in the bin provided.
- 35: Employees of the Council are not allowed to undertake any private work in connection with repair etc of head stones, care of graves or provision of flowers, or accept any gratuities.
- 36: The Council reserves the right to revise the foregoing Rule and Regulations. Their decision during any dispute on the interpretation of these rules shall be binding on all parties.

Conduct within the Burial Ground

All persons shall conduct themselves in a decent quiet and orderly manner and are reminded of the provisions of the Local Authorities' Cemeteries Order 1977 article 18(1) whereby no person shall:

Wilfully create any disturbance in a Burial Ground

Commit any nuisance in a Burial Ground

Wilfully interfere with any burial taking place in a Burial Ground

Wilfully interfere with any grave, any tombstone or any other memorial or any plants on any such grave

Play at any game or sport in a Burial Ground

Any person detected stealing plants, flowers, etc or damaging any property in the Burial Ground may be prosecuted.

All persons must on no account stand or sit on the headstones.

No person shall in the Burial Ground gamble, drink alcohol, or use obscene, violent, profane or offensive language.

Under article 19(c) of the Local Authorities' Cemeteries Order 1977, any person who contravenes article 18 shall be liable on summary conviction to a fine and in the case of a continuing offence to a fine for each day during which the offence continues after conviction thereof.

Any person found vandalising any part of the Cemetery or desecrating any grave plot will be liable for prosecution by the Council.

No person shall sell or offer or expose for sale any article, commodity or thing of any kind whatsoever or solicit for orders from the same within the Cemetery.

Register of Burials

The Registers of Burials and other records available for public inspection are kept by the Clerk to the Council. Searches may be requested, and extracts obtained upon payment of the fees prescribed by the Council.

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