

# *Bodedern Community Council*

## **Bodedern Parish Cemetery Rules**

The cemetery is owned and operated by Bodedern Community Council. These regulations exist in order to ensure that the cemetery is a safe place to visit and to help keep it tidy. Any work carried out within the cemetery requires permission and payment of the appropriate fee.

The Clerk works on behalf of the Community Council and his/her prior permission is required for:-

- a) Burials or exhumations
- b) Scattering or burying of ashes
- c) Erection or installation of a memorial
- d) Inscription on a memorial
- e) Memorial renovation
- f) Removal and/or replacement of memorial

A copy of these Regulations and current fees are available on the Community Council's website.

We comply with the Local Authorities Cemeteries Order 1977.

### **BEHAVIOUR**

- a) No person may enter or attempt to leave the cemetery but through the main entrances.
- b) No person may, due to his/her conduct, interrupt or delay burial and no person should obstruct, harass or annoy any person who is lawfully using the cemetery.
- c) No person shall intentionally destroy or damage any grave, memorial, wall, fence, trees, plants or shrub in the cemetery.
- d) No person shall mark or mutilate any memorial, wall or fence in the cemetery, or affix any paper, notice or sign thereon.
- e) All vehicles except contractor vehicles and disabled vehicles are prohibited from the cemetery itself.
- f) No bikes or scooters may be taken into the cemetery except for scooters for the disabled.
- g) No dogs are allowed in the cemetery except for guide dogs for the blind.
- h) Children under the age of 16 are not permitted in the cemetery unless they are under the care of a responsible adult. The use of the cemetery as a playing field for children is prohibited.
- i) Any person causing damage in the cemetery will be responsible for the cost of repairs.

## **GRAVES**

The Funeral Director shall appoint and employ an undertaker to open and close the graves and shall be responsible for the employment and safety of all workmen. Adjacent graves must be protected when opening a new grave and those graves properly covered to avoid soil damage. The Council may request a formal risk assessment and statement regarding method of work along with a copy of the undertaker's public accountability policy from the Funeral Director.

Each plot for burial should provide for a coffin that is 7 feet (2.14 m) long, 3 feet (0.92 m) wide and 8 feet (2.44m) deep, that is a new grave for three burials.

Notice must be given if the coffin exceeds these measurements and an additional fee may be payable.

A plot for a grave cannot be purchased in advance.

## **EXHUMATION**

No exhumation of remains shall take place without the express approval of the Secretary of State and the Community Council.

## **NOTICE OF BURIAL**

Notice of burial must be on the form provided by the Community Council. Any instructions received over the telephone must be confirmed as soon as possible and in any event within seven days, if possible, of the burial.

All notices must state:

- a) Full name, address and age of deceased
- b) Date and place of death.
- c) Day, date and time of burial
- d) Details of the grave, including its depth and number.
- e) Details of the current buyer

The relevant paperwork, a death certificate and payment must be received by the clerk at least two days prior to the burial.

## **BURIAL**

Burials can take place on any day of the week except Sunday.

Relatives or friends of the deceased will be responsible for making their own arrangements for any burial service to be held. Any minister, or anyone authorised by the family of the deceased may officiate in the cemetery, as long as the service is conducted with respect.

The person responsible for carrying out work in the cemetery must ensure that the soil after a grave is opened, except for a small amount to put on the graves following burial, stones, building materials

and other debris are cleared from the cemetery and that the cemetery is left in a tidy condition. Any damage done must be repaired without delay by whoever was responsible for causing such damage.

While a grave is open, it is necessary to cover it adequately up to the time of burial so that there is no health and safety risk to the public.

## **MEMORIALS**

A gravestone may be no higher than 42 inches, wider than 36 inches and longer than 24 inches.

Kerbs are not permitted around a grave, unless the grave is in a row where there is already a kerbed memorial.

A gravestone may not be erected for at least 6 months following burial in order to ensure that the grave has stabilized. The clerk's permission must be requested in advance.

No carving or repairing of memorials may be carried out inside the cemetery (unless the work involves ensuring the safety of the memorials). All materials and memorials will have to be transported from the cemetery in preparation for burial ensuring that no graves or other features in the cemetery are damaged.

Any pots, flowers, statues, plants etc left on graves will be left at the owner's risk.

## **GRAVE MAINTENANCE**

The family is responsible for the maintenance of the grave and the stone. They are expected to do this in order to assist the Council to keep the cemetery tidy.

The public are not permitted to plant any plants around the grave or to place features on the ground in front of the stone as this obstructs mowing.

The public are not permitted to apply herbicides within the boundaries of the cemetery.

Lights of any kind are not permitted on or around any grave.

Lawnmowers or other machinery may not be used by families or visitors at the cemetery.

Rubbish and dead flowers must be placed in the bins provided.

## **GENERAL RULES**

Memorial benches may not be installed in the cemetery.

The Council shall not be responsible for any accidents or damage to any memorial caused by vandalism, storm, wind, lightning, subsidence, maintenance of common land or any cause beyond the control of the Council, unless it can be proved that the damage was caused during the opening of the grave or maintenance work. Owners of memorials are advised to obtain proper insurance against theft or damage.

If a grave is opened next to another grave, rubble may be left on your plot for a while. This may prevent you from visiting the grave for a short time. The grave will be cleared and left in a tidy condition after the funeral.

The Council will monitor the work of the Funeral Director and act in a manner that is appropriate and relevant if the work of the Funeral Director is unacceptable.

Any person / persons who knowingly contravene the Cemeteries Rules and Regulations may be subject to criminal prosecution under the provisions of the Local Authority Cemeteries Order 1977.

If any dispute arises as to the intentions, meaning or interpretation of these Rules and Regulations, the final decision shall be made by the Council.

The Council has the right to review the rules and fees as necessary.