

**CEMETERY REGULATIONS**

The Cemetery, situated in Exeter Street immediately adjacent to the Primary School, is owned and maintained by North Tawton Town Council [the Council] as a burial place for the people of the town. It is the Town Council's intention to preserve a peaceful and well maintained environment for those who wish to visit and mourn their loved ones.

The gates are unlocked at all times. Vehicles belonging to funeral Directors during interments or those for access for the disabled are allowed in the Cemetery. Except in the case of emergency other vehicles, for example those needed for maintenance within the grounds, must seek approval from the Town Clerk.

It has become necessary to maintain a minimum number of regulations in order to administer and preserve the high standards expected by the public at the cemetery. These regulations have been formulated by the Council, and are set out below for ease of reference:

Interments may only take place by arrangement with the Town Clerk (Tel: 01837 880121) who will supply the appropriate forms.

The Funeral Director or person in charge of an interment must liase with the Clerk giving all the required information. The Clerk will then issue an invoice for the appropriate fees (cheques to be made payable to North Tawton Town Council). The Registrar's Certificate for Disposal (or the Coroners Warrant when an inquest has been held), or the Certificate of Cremation must be produced at the time of paying the fees.

The selection of the grave space is in all cases, whether of general interment or of purchase, subject to the approval of the Council.

All work shall be subject to the approval of the Council. This approval should be sought prior to undertaking any work on any grave.

Grave spaces may be purchased at any time whether or not an immediate interment is intended. Fees for the purchase of an Exclusive Right of Burial are in addition to interment fees.

Only coffins made of a biodegradable material may be used and no brick grave or vaults shall be allowed.

Graves which have been reserved or engaged for a family shall not be reopened without evidence of their purchase. No grave engaged for a family shall be reopened by any other person without the written consent of the family concerned or the Council. Interment fees will become due at this time.

On the day of interment, flowers and wreaths may be placed on the actual area of the grave and left for seven days, but the Council reserves the right to remove such tributes on the expiry of this period.

Wreaths and cut flowers may be placed on graves subject to rules governing receptacles as stated below but when removed must be placed in the refuse container provided by the Council.

Only caskets made of a biodegradable material shall be used for the interment of ashes.

The Council reserves all rights to the management of the cemetery, in particular, graves are liable to be reclaimed after a period of not less than one hundred years after interment has taken place.

Grave spaces will be marked by the Council but the digging of the grave is the responsibility of the Funeral Director or person in charge of an interment.

Small wooden crosses will be allowed, for a period of 12 months, prior to the erection of a headstone.

As soon as convenient after an interment, a mound should be formed appropriate to the length of the coffin. Grass seed should be sown or turf laid over the whole area of the grave. **THIS MOUND TO BE REMOVED WHEN A MEMORIAL IS ERECTED.**

Individual tablets may be placed in the Garden of Remembrance and should be constructed of a suitable stone and measure 450mm x 300mm (1ft 6in x 1 ft), All new Garden of Remembrance tablets should include an integral vase for flowers, and installed level with the ground. Alternatively, suitable individually designed tablets may be placed in the Garden providing they conform to the above dimensions, and are approved by the Town Council.

The only memorials that are allowed are vases or headstones which should be made of a suitable stone and erected on granular plinths that do not exceed 350mm (14in) from front to rear and 150mm (6in) high. Memorials should not exceed 900mm (3ft) above ground level in height, including the height of the plinth and should not be more than 750mm (2ft 6in) wide. Kerbing will not be permitted around graves. Existing monuments are allowed to remain. No wooden memorial crosses will be accepted.

A sketch giving the intended materials and dimensions of every memorial or vase intended to be erected and a copy of the intended inscription must be submitted for the approval of the Town Council prior to undertaking any work. Inscriptions should be arranged so as to face the grave.

Memorials must only be erected by a tradesman/tradesmen qualified and insured for this kind of work.

Every memorial etc. must have the division and grave number cut on its back, the letters and figures not to exceed 13mm (½in) in height (this includes memorial vases).

All tombs, gravestones, monuments, tablets, memorials and other erections, together with all inscriptions thereon, are to be subject to the approval of the Council and when erected to be kept in repair by and at the expenses of the respective owners, and if erected without such approval, or if not repaired after reasonable notice may be removed by the Council.

After the completion of any work all bricks, stones and other materials and spare soil and rubbish shall be removed, and the grave with the adjoining ground left in neat and proper condition. Funeral Directors, masons, tradesmen and others will be held responsible for all damage done to the cemetery, or anything therein by themselves or their workmen.

All charges in respect of memorials etc. must be paid before the work is commenced, and the written permission of the Council must have been received.

Except where the design of a headstone includes an integral receptacle for plants or cut flowers, they may be placed in a removable container, which must be sunk completely into the ground. Jam jars, metal cans, glass vases, or plastic containers, flower pots, flower troughs, ornaments, lights, bells, windmills, etc., not specifically designed for cemetery use are not permitted and **WILL BE REMOVED.**

Wreaths and cut flowers may be placed in such containers or laid on any grave, but must be removed as soon as they appear to be withered. Remembrance Day poppies and traditional Christmas wreaths and these should be removed after a period of not more than two months.

No trees, shrubs, bulbs or flowers shall be planted in the soil of any grave.

### **Miscellaneous**

No dogs – except registered assistance dogs - are permitted to enter or remain in the cemetery.

No cycling is permitted in the cemetery.

Nothing may be removed from the Cemetery without the permission of the Council, and any person detected stealing plants or flowers will be prosecuted.

All persons visiting the Cemetery must keep to the paths except while visiting a grave and refrain from touching the ornaments or anything growing in the cemetery. Any damage whatever done in the cemetery must be made good by the person causing it.

The Town Council reserves the right from time to time to make any alteration in the fees, charges and regulations.

### **NEW BURIAL ACTS 1977 No: 204**

*Burial, England and Wales the Local Authority Cemeteries Order 1977. This Order came into operation on 10 March 1977.*

### **Offences in Cemeteries**

*Section 18 – no persons shall:*

- (a) Wilfully create any disturbance in a cemetery;*
- (b) Commit any nuisance in a cemetery;*
- (c) Wilfully interfere with any burial taking place in a cemetery;*
- (d) Wilfully interfere with any grave, vault, any tombstone or other memorial, or any flowers or plants or any such matters;*
- (e) Play at any game or sport in a cemetery.*

### **Penalties**

*Every person who contravenes –*

*Any offence under Section 18 shall be liable on summary conviction to a fine not exceeding £100 and in the case of a continuing offence to a fine not exceeding £10 for each day during which the offence continues after conviction thereof.*

### **PLAN OF THE CEMETERY SHOWING SECTIONS OF THE GRAVEYARD**

A plan of the Cemetery may be inspected by arrangement with the Town Clerk (Tel: 01837 880121)

### **CONTACT**

General enquires, details of current fees and charges, and purchases of Deed of Grant for Exclusive Rights of Burial may be obtained from the Town Clerk (Tel: 01837 880121)

In the event of an emergency please contact the Town Clerk (Tel: 01837 880121)

Adopted 2<sup>nd</sup> September 2008, most recently amended 26 October 2017