

**LITTLE MARLOW PARISH COUNCIL**  
**CEMETERY, BURIAL AND MEMORIAL REGULATIONS**

**FERN LANE CEMETERY, LITTLE MARLOW**

**INTRODUCTION**

In these regulations the following expressions shall have the meaning hereby assigned to them:-

- 'The Council' means Little Marlow Parish Council.
- 'The Clerk' means the Clerk of the Parish Council.
- 'The Cemetery' means The Council's Fern Lane Cemetery in the Parish of Little Marlow, Buckinghamshire;
- 'Purchased Grave' means any plot of land at The Cemetery containing, or intended to contain, human remains, cremated human remains or human stillbirths in respect of which a Grant of Exclusive Right of Burial has been issued by The Council.

**INTERMENT**

1. Interment of human remains, including those which result from cremations or stillbirths may take place with or without the services of a minister of religion.
2. Before interment can take place, the applicant must give notice to the Clerk in the prescribed form accompanied by the certificate for disposal issued by a Registrar of Births and Deaths, or an order for burial issued by a Coroner, or a Cremation certificate in the case of cremated remains.
3. A bricked grave may be constructed with the prior written approval of the Council but the walls of such a grave shall be at least 12" (30.5cm) below the finished surface of the ground adjoining the grave.
4. A grave may be re-opened either for the purpose of successive interment (where the grave is so designed), or else - as in cases of exhumation - by order of a court of competent jurisdiction.
5. Graves for the interment of one adult shall be dug 4'6" (137.5cm) deep. Graves for interring two adults shall be dug 6'00" (183cm) deep, and graves for interring three adults shall be dug 8'00" (244cm) deep. In all cases a minimum of 6" (15.5cm) of earth shall be left between each coffin.
6. The applicant, or his approved agent or attorney, shall be responsible for the excavation or re-opening of any grave and for removing surplus soil within 7 days of interment to the area designated by The Council.
7. For successive interments within the same grave, any existing monuments, headstones, railings and similar fittings or structures shall be removed by, and at the expense of, the person requiring such removals, and replaced by that person - or his or her appointed representative - at his or her expense as soon as practicable after the interment. In the event

that these fittings or structures are not replaced within three calendar months of such interment, The Council shall have the power to arrange for this to be done at the expense of the person requiring the removal, or of his or her legal representative or attorney or his or her estate executive in the event of a deceasement.

8. Any damage to any boundary, bricked grave, headstone, monument, railing, or any other fitment or structure in The Cemetery, or any damage howsoever caused during the construction of any grave, or during the erection, removal or replacement of any such fitment or structure, shall be repaired as soon as possible - and in any event in less than three calendar months from the occurrence of such damage - by, and at the expense of, either the person causing the damage, or by his or her agent or formally appointed representative.

9. In no circumstances will The Council be liable for any damage to or desecration to any memorial, grave space or other plot however caused, including vandalism, unless it is caused by a person in the direct employment of the Council and in connection with his or her duties. The Council advises the owner of title in such plots, graves or associated property to take out adequate insurance against theft, vandalism, accidental damage and other insurable risks, as The Council cannot be held responsible for the consequences of such adverse actions.

10. Coffins constructed only of wood may be used in earthen graves, and all bodies must be totally and securely enclosed within coffins at the time of burial.

11. All bricked graves shall be closed by and at the expense of the person responsible for the interment.

12. No memorial of any kind may be placed on any grave space, including plots intended for cremated remains or stillbirths, unless the Exclusive Right of Burial has previously been purchased.

13. No memorial, vase or tablet shall be placed in The Cemetery unless prior permission has been given by The Council following application to it in the approved manner..

14. All fees and other payments due to The Council must be received by it before any interment takes place or before the installation of any memorial, vase, tablet or other fitment or structure..

15. All memorials, tablets, vases, fittings or other structures must be of dimensions within the limits prescribed by The Council and in accordance with other associated criteria, as specified in Clause 20 below and they must be installed in the allocated position to The Council's reasonable satisfaction.

16. The memorial mason carrying out this work is to be responsible for maintaining the level, firmness and satisfactory workmanship of the memorial for the period of 12 months after the installation.

17. As soon as possible after interment, the applicant or his or her agent will, by prior arrangement with The Council's groundsman, ensure that all burial mounds are properly

levelled TO A HEIGHT NOT EXCEEDING 20CM and that the grave area is seeded or re-turfed as necessary to The Council's reasonable satisfaction and at no charge to it.

18. No loose flowers, vases or other adornments may be placed on the grassed lawn area surrounding the grave except immediately following an interment. The Council reserves the right to remove them if they become unsightly or otherwise undesirable and to charge the person responsible for the interment for any costs it may thereby unavoidably incur.

19. At any time after the interment, headstones with bases may be erected - with or without kerbs and permanent flower vases - provided that they comply with the other relevant requirements in these regulations, and that they are sited according to instructions given by The Council.

20. All grave space memorials shall normally be of natural quarried stone, but a plain wooden nameplate, cross or other suitable marker may in some circumstances be permitted. A stone memorial shall consist of a headstone constructed to a maximum height of 3'00" (91cm) above the adjoining ground level and be no more than 2'00" (61cm) wide, with a slab thickness of between 6" (15.5cm) and 3" (7.5cm). Headstones are to be securely fixed to their respective bases by means of dowel pins and permanently held in place by a sand and cement grouting mixture. Vases may be incorporated within the dimensional limits specified above but must be either part of, or else securely fixed to, the memorial

21. Grave spaces in Section 3 of The Cemetery, excluding plots reserved for cremated remains and stillbirths, may also have kerbs of natural quarried stone. No other material, such as metal, plastic, wood, glass, brick, concrete is permitted.

22 All memorials shall be erected on a foundation of concrete or stone, suitably reinforced as necessary, which is to be supplied by the monumental mason. The surface of this foundation is to be just below the finished level of the surrounding earth.

23. In any case where a breach of these regulations has occurred, The Council reserves the right to remove, without further reference, the offending plants, artificial materials, fittings or structures from the grave or cremated remains space, after due notification of the licensee of the plot at his or her last known address. Any expense necessarily incurred by The Council in so doing shall be chargeable to the plot licensee.

24. In areas where the planting of flowers is permitted, the natural growth shall not exceed 2'-00" (61cm) in height. All planting and cultivation shall be subject to the approval of The Council which reserves the right to prune, cut down, dig up or remove any flower or plant at any time when, in its opinion, the plant or flower has become unsightly, overgrown or troublesome, or when it becomes necessary to allow the grave space to be used again.

25. Where any interment has taken place in a grave where the Exclusive Right of Burial has not been purchased, The Council reserves the right to allow a further interment in that grave subject to the depth requirement of Clause 5 above, of a body unrelated to previous interments within it.

26. The Council may grant the Exclusive Right of Burial in an individual grave space for a period of seventy five years from the date of the grant, upon payment of the prescribed fee. This period may be extended on application in writing at the end of the present term by the person then legally entitled to do so, after payment of the appropriate fee then applicable.

27. Grants of Exclusive Rights of Burial are, in normal circumstances, issued to individuals only.

28. Written notice of any transfer or re-assignment of an Exclusive Right of Burial must be submitted to the Council within one calendar month of such an exchange.

29. The Council will not recognise any transfer or re-assignment of the Exclusive Right of Burial which has not been registered in accordance with Clause 28 above.

30. The signature of the owner of any plot for which an Exclusive Right of Burial has been granted, or his or her next of kin or personal representative, shall be required before any grave space may be re-opened.

### **BURIAL OF CREMATED REMAINS**

31. The burial of caskets or urns containing human ashes will normally only be permitted only in the part or parts of the cemetery set aside for this purpose. Alternatively, caskets or urns containing human ashes may be buried on top or beside a previous interment after the written permission of both the Council and the owner of the Exclusive Rights for the plot has been obtained.

32. The dimensions of the ground space in the selected place for the burial of each casket or urn shall not exceed 2'-00" (61cm) deep by 1'-6" (46cm) wide for single interments, and the dimensions of any memorial tablet, which shall be constructed of natural quarried stone shall not exceed 15" (38cm) high by 12" (31cm) wide. Alternatively, a plain wooden nameplate, cross or other suitable marker may be erected subject to the prior written approval of The Council.

### **GENERAL CONDITIONS**

33. No artificial wreath, artificial flower, flower vase of glass, plastic, nor any jar container shall be placed on or near any grave or memorial without the permission of The Council which will not unreasonably be withheld. Any such item left without this permission may be removed and disposed of without liability on the part of The Council, which shall be entitled to recover, as a simple contract debt in any court of competent jurisdiction, any costs thus necessarily incurred from the person to whose order any headstone, memorial or other offending item was placed, or his or her personal representative. The Council reserve the right to remove without prior notice any other objects or substances which it considers dangerous or of otherwise unsuitable character, and make an appropriate charge. Where no immediate danger to public health or safety is threatened, however, The Council undertakes - simply as a matter of courtesy - to attempt to contact plot owners or licensees or their known

Representative before taking such a step in cases where substantial alteration of the grave space may thus be involved.

34. All dead flowers, wreaths, weeds, rubbish or other unsightly matter shall be removed from graves as soon as possible and tidily deposited in the places allotted for them.

35. No advance purchases of grave spaces or plots for ashes is permitted.

36. All fees, whether for interment, the erection or dismantling of memorials or other approved works or services, shall be paid in full to The Council in advance. A copy of the current scale of charges may be obtained from The Clerk.

37. The playing of games or the participation in any sport is prohibited in The Cemetery, and no discharge of firearms may take place except at military funerals and only with prior written agreement of The Council.

*These regulations came into force at midnight on 01.01.2000 and they replace all previous burial regulations applicable to Little Marlow Parish Council's Fern Lane Cemetery. (amended 01.03.2009)*