

BASLOW & BUBNELL PARISH COUNCIL BURIAL GROUND
RULES, REGULATIONS AND FEES

RESPONSIBILITIES

1. Responsibilities are shared between the following:
 - a. The Proprietor – The proprietor is the person who has acquired the exclusive right of burial or their descendants, together with the right to erect a memorial on the plot. He or she is responsible throughout the lifespan of the memorial for its general condition and stability.
 - b. The Mason/Erector – The mason/erector, having been commissioned by the proprietor, has a duty of professional care and must abide by the regulations laid down by the landowner. The memorial must be set securely and be of merchantable quality.
 - c. The Landowner – The Parish Council (Burial Authority) is holding private property in a public area and has overall responsibility for the safety of visitors, even those with malicious intent. The landowner has ultimate control of what goes onto the land and the rules governing its upkeep.

No burial shall take place, ashes be scattered or memorial placed without the permission of the Clerk to the Burial Authority.

APPLICATIONS

2. Applications for exclusive right of burial are to be made to the Clerk to the Burial Authority. Applicants are to receive the duplicate copy of the Grant of Exclusive Right of Burial duly signed by the officer appointed for this purpose. Grave spaces are to be allocated in numerical order in accordance with the plan of the burial ground and can be purchased or reserved in advance in special circumstances.
3. Applications for interment are to be made to the Clerk to the Burial Authority.
4. Applications for erection of headstone and additional inscriptions are to be made to the Clerk to the Burial Authority, and designs submitted for approval before work is put in hand. Applicants should be aware that no monument, gravestone or tablet can be erected unless a Grant of Exclusive Right of Burial has been made. In the case of any disagreement with the Clerk's decision then it will be referred to a full meeting of the Parish Council whose decision shall be final.

RULES FOR THE PROPRIETOR

5. The following rules must be observed by the proprietor:
 - a. The proprietor is responsible for the memorial and its general condition, upkeep and stability.
 - b. Headstones shall not exceed 2 feet 6 inches in height. Reconstructed stone is not permitted; polished black or grey stone or local gritstone is the preferred material. All vertical memorials shall be sited not less than 610mm (2 feet) from the edge of the grave and in any case will not be installed until the ground of the filled in grave has stabilized. Normally 6 months should be allowed for this (not normally necessary for 'ashes' memorials). No 'ashes' memorial shall be higher than 610mm (2 feet) and width 460mm (18ins) above ground level.
 - c. The preferred memorial design is for a simple vertical stone mounted on a plinth of the same stone. However, as an alternative, a simple horizontal stone tablet inset into the ground in line with other headstones will be permitted. Kerbs to grave plots are not allowed. Photographs may not be incorporated into memorials.
 - d. The memorial must rest on a sub base of concrete or similar material sunk into the ground and be at least 50mm (2ins) wider all round than the plinth. The vertical headstone shall rest on a plinth of sufficient width to provide a stable support. The headstone shall be keyed to the base with two stainless steel tubes minimum 13mm (½in) wide and 150mm (6ins) long.
 - e. It is the responsibility of the person who commissions the erection or is deemed the owner of a memorial to maintain the memorial in a safe condition. All memorials shall have a permanent mark identifying the monumental mason supplying the memorial (this will normally be on the rear of the plinth).
 - f. The burial ground shall be maintained in a level condition without any permanent earth mounds.
 - g. Vases, real flowers, wreaths and small planters can only be placed on graves. No lights or other memorabilia may be kept on the grave.

- h. No body shall be buried, or human remains interred or scattered, in or over any grave in which an exclusive rights of burial for the time being subsists except by, or with the consent in writing of the owner of the right. This shall not extend to the body or remains of:
- i. The person who immediately before his death was the owner of the right;
 - ii. Any other person specified in the deed of grant or in any endorsement thereon made at the request of the owner by the Clerk of the Burial Authority.

RULES FOR THE LANDOWNER

6. The landowner is the steward of the burial ground with ultimate responsibility for maintenance and safety. In pursuance of this responsibility, the landowner must:
- a. maintain a register of all burials in accordance with current regulations;
 - b. ensure that the proprietor abides by the rules laid down;
 - c. possess adequate insurance to cover accidental, storm, vandal and other damage;
 - d. ensure that printed regulations laying out the rules and responsibilities are made available to funeral directors and clients.
 - e. carry out an inspection of all monuments shall be made every five years to ensure that they are stable and do not pose a risk to any person in the burial ground. The date and result of this inspection and actions taken shall be recorded by the Burial Clerk.
 - f. maintain the burial ground. The branches of trees overhanging the burial ground shall be kept pruned to allow a minimum headroom of at least 2750mm (9 feet). The paths and spaces between rows of memorials shall be kept clear of anything that could be a hazard to a pedestrian. The Parish Council will arrange for an appropriate number of grass cuts to be made to the Burial Ground during the growing season. The Parish Council will arrange for the rubbish bin at the Burial Ground to be emptied on a regular basis.
7. The landowner may take such action as is necessary to ensure the observance of regulations. This may include the removal of any object deemed to be unsuitable or inappropriate.

CONDUCT

8. All persons must conduct themselves in a decent, quiet and orderly manner and must not:
- a. Create any disturbance or nuisance.
 - b. Interfere with any burial.
 - c. Interfere with any grave, stone or other memorial or floral tribute.
 - d. Play any game or sport.
 - e. Ride a bicycle or use any other recreational equipment.
 - f. Deposit litter or spent floral tributes other than in the receptacles provided for such purposes.
 - g. Bring animals, except for dogs that are on leads at all times and under control. Dog fouling must be cleaned up and disposed of in an appropriate bin.
9. Children under the age of 12 years must be accompanied by an adult.
10. Members of the Council/the Clerk to the Council has the right to exclude or remove members of the public whose conduct is unsatisfactory.

HEALTH AND SAFETY IN THE BURIAL GROUND

11. Dug and partly dug graves prior to interment shall be kept securely covered when not being worked. Graves shall be dug not more than 2 days before interment unless prior notice is given to the Burial Clerk who shall ensure that the open grave is safely secured. This is especially important in wet weather when the ground may not be stable.
12. If anything appertaining to a grave is deemed to be of an immediate hazard then an officer of the Parish Council may authorize remedial action without reference to the grave's owner. However, after action has been taken, all efforts shall be taken to inform the owner of the grave of the action taken and recover costs where appropriate.

BY RESOLUTION, APPROVED AT THE PARISH COUNCIL MEETING HELD ON 16TH FEBRUARY 2016, THE FOREGOING FEES AND REGULATIONS WERE APPROVED AND ARE TO TAKE EFFECT FROM 1ST MARCH 2016.

APPENDIX A - FEES

1. Entitlement to exclusive right of burial applies where the person requiring exclusive right of burial, or the deceased, is or was:
 - a. a current inhabitant of Baslow and Bubnell
 - b. a former inhabitant or parishioner of Baslow and Bubnell for a period of at least 5 years within a reasonable time of death (for example no more than 5 years) except for someone going into residential care.
2. In the case of a still-born child, one of the parents must satisfy the above criteria.

Individuals who do not satisfy the criteria laid down in paragraph 8 will not normally be entitled to apply for exclusive right of burial.

3. The fees indicated do not include the digging of the grave.
4. **Exclusive Right of Burial in Earthen Graves** - Fees for Exclusive Right of Burial for a period not exceeding one hundred years are as follows:
 - i. in an earthen grave 9 x 4 feet: £400.00
 - ii. of cremated remains in an earthen grave 18 x 18 inches in the Garden of Rest £100.00

These fees include the deed of the Grant of Exclusive Right of Burial and all the expenses thereof.

5. **Interment** - Fees for interment are as follows:
 - I. of the body of a still born child or a child whose age at the time of death did not exceed one year: NO CHARGE
 - II. of the body of a child whose age at the time of death exceeded one year, but did not exceed 16 years: £150.00
 - III. of the body of a person whose age at the time of death exceeded 16 years: £200.00
 - IV. of cremated remains in the Garden of Rest, or in an existing grave £100.00
6. **Monuments, Gravestones, Tablets and Monumental Inscriptions** - For the right to erect or place on a grave for which exclusive right of burial has been granted, the following fees apply:
 - I. for a headstone not exceeding 2 feet 6 inches in height above the ground, in a stone and with an inscription, both approved by the Burial Authority £110.00
 - II. in the case of cremated remains in the Garden of Rest, for a stone with inscription approved by the Burial Authority: £45.00
 - III. for each additional inscription: £35.00
 - IV. for a vase not exceeding 12 inches in height: £45.00
7. **Searches of Register Books** - The register of burials shall at all reasonable times be available for consultation by any person free of charge. Where a search is conducted by a representative of the Burial Authority, the following charges apply:
 - I. for first half hour: £30.00
 - II. for every additional half hour: £5.00

Review of Fees

8. Fees may be revised periodically by the Burial Authority.