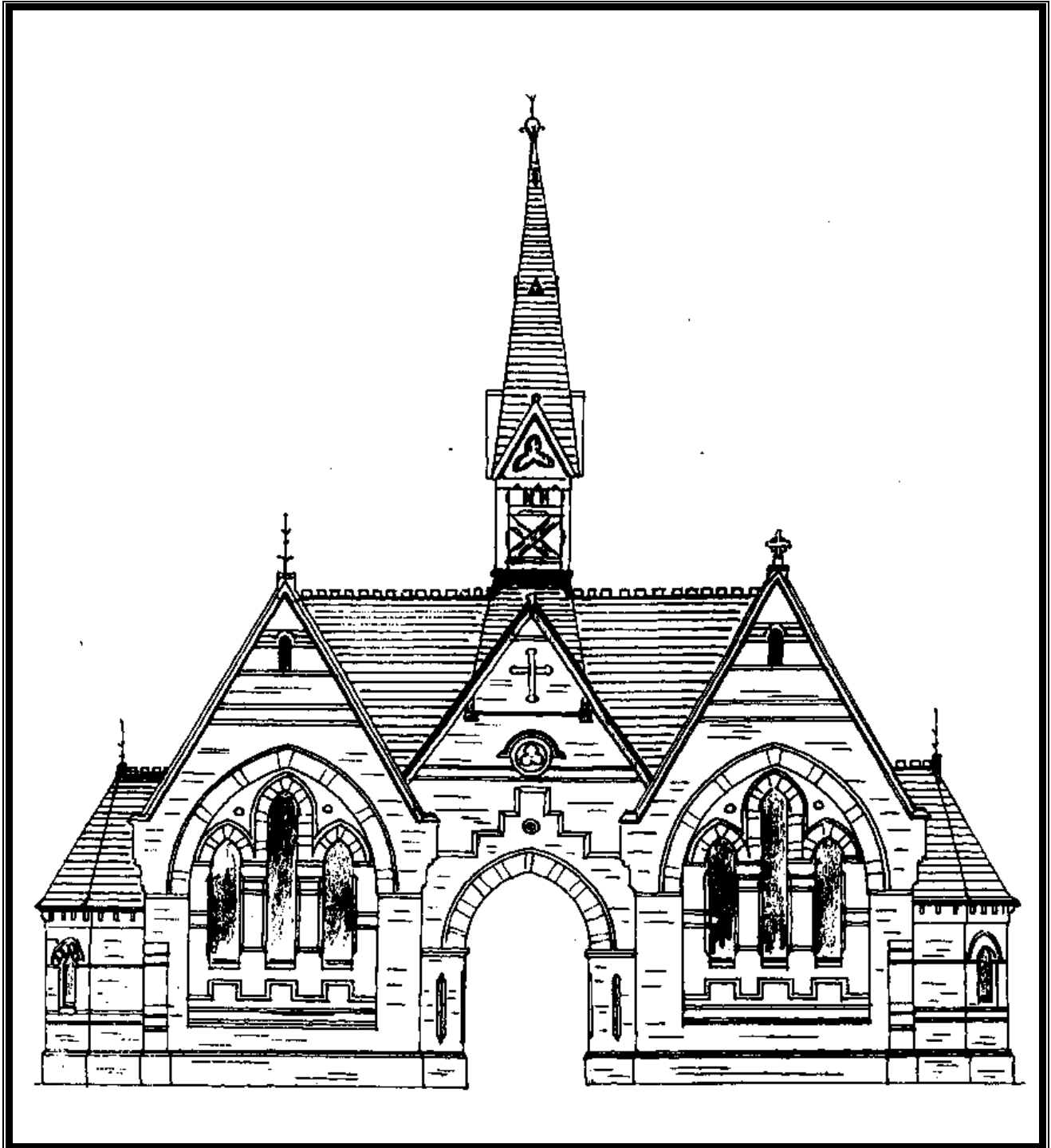


Bassingbourn - cum - Kneesworth

Cemetery Regulations

Cemetery Established 1878



Prepared on behalf of the Parish Council

1. Definition of Terms

In these regulations, unless the context otherwise requires, the following words and expressions shall have these meanings assigned to them.

"Cemetery" means any place provided by the Council for the interment of human remains.

"Cemetery Regulations" mean the Bassingbourn-cum-Kneesworth Cemetery Regulations currently in force together with the associated schedules.

"Clerk" means that person appointed by the Council to administer all records and operational business of the Cemetery.

"Council" means Bassingbourn-cum-Kneesworth Parish Council and includes any committee set up by the Parish Council to undertake the care and administration of the cemetery.

"Exclusive Right of Burial" means the exclusive right, granted by deed, of the registered owner to determine who may be interred in or commemorated on the grave in question, such exclusive rights to be for a limited period of 40 years.

"Interment" means the burial of or depositing of or scattering of human remains.

"Lawn Grave" means a grave laid in level grass from the foot end to no less than half its length, where a memorial consisting of a headstone, book, vase or small plaque may be erected, subject to approval by the Council.

"Owner" means the owner of the exclusive right of burial and successors in title to the owner.

"Purchased Grave" means an assigned Exclusive Right of Burial for a fixed number of years as defined by the granted Deed.

2. General

2.1. The operation of the Cemetery and any interments therein, will be carried out strictly in accordance with the provision of The Local Authorities' Cemeteries Order 1977 (SI 1977/204) and such other Regulations as may be made by Her Majesty's Secretary of State, from time to time.

2.2. The Council reserve the right to withdraw or amend regulations as and when considered necessary. These regulations are not intended to conflict with current statutory Cemetery Orders.

2.3. The Cemetery is to be administered by the Clerk in line with the requirements of the Council. All matters relating to the Cemetery are to be addressed to the Clerk.

A Table of current Fees are obtainable from the Clerk.
All fees due are required to be paid in advance to the Clerk.

2.4. All persons entering the Cemetery will be subject to the orders and control of the Clerk. The Council reserves the right to close the Cemetery or limit the entry of persons thereto at any time.

2.5. The Cemetery will be open to the public on such days and during such hours as the Council may, from time to time, determine. A table of current opening periods can be obtained from the Clerk.

2.6. All persons admitted to the Cemetery, shall conduct themselves in a decent, quiet and orderly manner and are reminded of the provision of the Local Authorities' Cemeteries Order 1977, Article. 18 (1).

Persons shall not

- 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 burial, memorial or any flowers, plants or any such matter,
- e) play at any game or sport (includes exercising) in a cemetery.

- 2.7. All visitors to the Cemetery must keep to the footpaths and roads where appropriate and comply with notices of information within the Cemetery.
- 2.8. No dogs are allowed in the Cemetery.
- 2.9. No person shall deposit waste in the Cemetery other than types of waste for which the Council has given consent. Waste must be placed in the receptacles provided.
- 2.10. No person shall amend, revise or establish a memorial or interment unless authorised by the Council.

3. Interment

- 3.1. A grant of exclusive right of burial confers no other right than that of burial.
- 3.2. The owner of the exclusive right of burial holds that right subject to the regulation from time to time in force, which shall include,
 - a) The right of burial shall be (subject as mentioned) for a period of 40 years from the date of the purchased Grant, after which it will lapse and revert to the Council.
 - b) The Grantee or successor in title may, during the last five years of above mentioned period on payment of the current fee, obtain a renewal of the Grant for a further period, subject to such regulations and restrictions as may be in force at that time.
 - c) Where the period of grant of an exclusive right of burial has lapsed and no notification of the intention to renew has been received from the person who held the exclusive right of burial, the Council may grant a new exclusive right of burial to another person.
- 3.3. The purchase of an exclusive right of burial shall be at the sole discretion of the Council and the selection of interment sites be subject of approval by the Clerk.
- 3.4. No interment shall take place without the written consent of the owner of the exclusive right of burial, the approval of the Clerk and the presentation of the appropriate disposal certificate.
- 3.5. If a parishioner of this parish following the purchase of an exclusive right of burial leaves and resides elsewhere, that parishioner shall retain the right of the grant as if they continued in residence of this parish.
- 3.6. A Grant of exclusive right of burial may, at the discretion of, and as a result of due consideration by the Council be granted to a non-parishioner following the appropriate payment of fees.
- 3.7. The assignment by the owner of the 'exclusive right of a burial' purchased at parishioner rates to a non-parishioner, will require a fee payable to the Council of the current non-parishioner rate.
- 3.8. The Council will not recognise any reassignment of the exclusive right of burial whether by Deed or otherwise without valid proof of such assignment.
- 3.9. Surrender of an exclusive right of burial will be considered by the Council and if accepted repayment made of fees subject to, outstanding period, administrative costs and to the extent to which the exercised right of burial has already been discharged. A copy of relevant fees will be with the Clerk.
- 3.10. The number of interments within a grave space will be defined at the time of the purchased Grant.
- 3.11. Interment relating to graves will be with preference to Lawn Graves.
- 3.12. Preparation of graves for interment will be in accordance with Schedule 1 to the Cemetery Regulations and with the Local Authorities' Cemeteries Order 1977 Schedule 2 Part 1.
- 3.13. The 'exclusive right of burial' relating to the interment of cremated remains in a niche shall be for a period of 20 years, after which it will lapse and revert to the Council. Regulations for renewing the right and assignment by an owner of the 'exclusive right of burial' are as for all interments.
- 3.14. Cremated remains not interred within a niche are required to be in biodegradable vessels.

- 3.15. The clerk is to be notified by an applicant for interment within a grave, when the death was as a result of a contagious or infectious disease.
- 3.16. Interment required within a grave as a result of death from a contagious or infectious disease will result in the coffin being taken directly to the graveside for the burial ceremony. The coffin used is to be of rigid construction and sealed at all times.

4. Memorials

- 4.1. No monument or memorial shall be established unless memorial rights are purchased.
- 4.2. Memorial rights exist for 40 years from the date of purchase and may be renewed upon payment of an administration fee.
- 4.3. If the exclusive rights of burial are permitted to lapse, the associated memorial rights shall also lapse.
- 4.4. All monuments, memorials and inscriptions are to be subjected to the approval of the Council, a copy of the inscription proposed along with a sketch / drawing showing the form and dimensions must be presented to the Clerk for consideration by the Council. Non-traditional memorials and non-traditional additions to memorials (for example photographic displays or solar illumination) are also to be subjected to the approval of the Council.
- 4.5. Design and construction of memorials shall be in accordance to Schedule 2 to the Cemetery Regulations.
- 4.6. Memorials remain the property of the owner. Except where a written maintenance agreement has been made with the Council, the maintenance of the memorial is the responsibility of the owner.
- 4.7. Any memorial placed on a grave in which a further interment is to take place shall be removed by and at the expense of the person giving the order for the further interment and shall be re erected or replaced by and at the expense of such person as soon as practicable.
- 4.8. The Council accepts no responsibility for damage to a place of interment or to any memorials and reserves the right to remove or make safe any memorial of whatever kind that has become dilapidated, unsightly, unsafe or inappropriate.
- 4.9. Shrines / memorials occupying a niche not accompanied by cremated remains will be for an initial period of 10 years, for subsequent renewal multiples of 10 years but not exceeding 50 years will be permitted. Renewal requests are required to be made within the last two years of the current term.
- 4.10. Each application for a niche will be considered by the Council individually.

Bassingbourn-cum-Kneesworth Cemetery Regulations

SCHEDULE 1

Preparation of Graves for Interment

1. Graves shall only be prepared by a gravedigger approved by the Council.
2. No body shall be buried in a grave in such a manner that any part of the coffin is less than 900 mm (3 feet) below the level of any ground adjoining the grave, provided that the Council may, where it considers the soil to be of suitable character, permit a coffin to be placed not less than 600 mm (2 feet) below the level of any ground adjoining the grave.
3. No body shall be buried in a grave unless the coffin is effectively separated from any coffin already interred in the grave, by means of a layer of earth not less than 150 mm (6 inches) thick.
4. Soil placed on top of the grave at interment shall be limited to the amount necessary to allow for settlement and shall not extend beyond the width of the grave or beyond 300 mm (1 foot) in height.
5. The deposit of soil and stones in the cemetery is prohibited and it shall be the responsibility of the gravedigger to remove from the Cemetery no later than one week following the date of interment all soil and stones remaining from the preparation of graves.

Bassingbourn-cum-Kneesworth Cemetery Regulations

SCHEDULE 2

Design and Construction of Memorials

1. Memorials relating to a 'Lawn Grave' shall conform to the following requirements and be erected at the head end of the grave space,
 - a) not exceed 900 mm (3 feet) height from natural ground level,
 - b) not exceed 750 mm (2 feet 6 inches) square footprint,
 - c) not use any material in the construction of the memorial less than 50 mm (2 inches) in thickness.
2. Full memorials shall conform to the following requirements with the headstone at the head of the grave and either a ledger or slab fully covering the grave or a kerb,
 - a) not exceed 900 mm (3 feet) height from natural ground level,
 - b) not exceed 900 mm (3 feet) width,
 - c) not exceed 2100 mm (7 feet) length,
 - d) not use any material used in the construction of the memorial less than 50 mm (2 inches) in thickness.
3. Memorials in the Garden of Remembrance shall
 - a) not exceed 300 mm (1 foot) height from natural ground level,
 - b) not exceed 300 mm (1 foot) square footprint,
 - c) not use any material in the construction of the memorial less than 50 mm (2 inches) in thickness.
4. The construction of memorials shall comply with British Standard 8415. All joints must be properly cemented and cramped, joggled or doweled. Cramps or dowels for this purpose must be of solid copper, stainless steel, or heavily galvanised steel and not less than 9.5 mm (3/8 inch) in cross section. The position of dowels must be shown on sketch / drawing submitted for approval.
5. No advertisement is permitted on memorials. The mason's name may be inscribed on the reverse of the memorial in letters not exceeding 20mm in height. All memorials shall have inscribed on the back surface, in such a manner as to be lasting and easily read, the cemeteries reference to the space to which the memorial is dedicated, as defined on the Grant.
6. No fences or other features that interfere with grass cutting in the Cemetery are permitted. Vases must be an integral part of the memorial or alternatively must be sunk below ground level. Planting to the head of a grave space if granted is to result in growth not exceeding 300mm.