

## **BETCHWORTH PARISH COUNCIL**

### **BETCHWORTH BURIAL GROUND – DETAILED BURIAL REGULATIONS AND PROCEDURES**

Betchworth Parish Council welcomes all visitors to the Burial Ground and requests that you respect the peace and dignity of the facility. The Burial Ground is close to St Michael's Church but is open to all faiths. There is also an area of un-consecrated ground for those who so wish.

These regulations supplement the previously published Burial Ground Regulations and should be read in conjunction with the same. All the regulations are made by the Betchworth Parish Council under the Local Authorities Act 1972 and the Local Authorities Cemeteries Order 1977.

#### **1. Definition**

The following words and expressions shall have these meanings assigned to them:

- 'The Council' means the Betchworth Parish Council.
- 'The Burial Ground' means the Betchworth Burial Ground located to the west of The Walled Garden in Betchworth.
- 'Grave' means the burial space formed in the ground by excavation.
- 'Grave Space' means the space formed by the grave and the Memorial.
- 'Grave Plot' means a designated area containing a grave and memorial which allows for space to surround each grave space, and determines the spacing between the graves.
- 'Rights of Burial' results from the purchase of the Exclusive Rights of Burial of a grave space for 50 years.
- 'Deed of Grant' means the form that is given to the purchaser of the rights of burial by the Clerk.

#### **2. General Regulations**

No work should be undertaken in the Burial Ground without prior permission from the Burial Ground Caretaker. Work is normally restricted to weekdays between 9.00am and 5.30pm and no work shall be allowed on Sundays or Public Holidays.

A notice of interment shall be given on the council's official form along with any application for a Deed of Grant. This shall be accompanied by the prescribed fees. Such application shall be made to the Burial Ground Caretaker.

The person having charge of the funeral shall make all arrangements with the clergyman or minister who it is intended shall officiate.

The Registrar's certificate for disposal or the Coroners Order when an inquest has been held shall be produced to the Burial Ground Caretaker at the time of the interment.

Burial Ground users are warned of uneven ground surfaces and to take care.

Dogs shall not be allowed on the Burial Ground unless on a lead.

### **3. Exclusive Rights of Burial**

The Exclusive Right of Burial may be purchased in respect of a grave or ashes space for a period of 50 years as allocated by the Council. This grave or ashes space shall be on a 'next in line' basis.

Grave spaces may be used for the interment of ashes – up to a maximum of 4 interments per grave space.

The owner of the Rights of Burial is responsible for advising the Parish Council of any change of address or ownership.

The transfer of rights of burial for a grave or ashes space (owing to death or otherwise) must be registered and the deed produced to the Burial Ground Caretaker.

### **4. Graves and Ashes Plots**

The position and dimensions of all graves and ashes spaces shall be approved by the Burial Ground Caretaker or the Parish Councillor responsible.

All coffins will lie below 3ft from the ground surface and no lower than 7ft from the ground surface. Because of the level of the water table, a maximum of 2 interments shall be allowed per grave plot.

The council does not have rules or regulations regarding a maximum size grave plot; however, grave sections are marked out on plans which are required to be kept by the Local Authorities Cemeteries Order 1977 (LACO). To keep the plans and records of actual burial positions accurately, we use a standard overall grave plot size.

Our adult **grave plots measure approximately 8ft by 4ft.** and each ashes plot shall be approximately 3ft by 3ft.

A full **grave space shall be 6ft 6" long and 2ft 6" wide** and for ashes shall be 2ft x 2ft.

All graves will be a levelled and grassed by the Council, approximately 12 months after the burial.

All areas are maintained by the Council who reserve the right of passage over all graves for all purposes connected with the Burial Ground.

## **5. Memorials**

Memorials shall conform to BS 8415 specification for Memorials and Monuments in Burial Grounds and in accordance with the **details and** dimensions published elsewhere.

Memorials shall not be installed for a minimum of 6 months following the burial so as to avoid movement of the memorial due to ground settlement.

If a memorial is dismantled for any reason, then it must be re-fixed to the latest specification.

Memorials must be erected in accordance to the relevant British standards such as British Standard 8415-2018 and should include a recognised Ground Support systems as outlined by the NAMM (National Association of Memorial Masons Code of Working Practice).

Anyone who wishes to erect a memorial in the cemetery must first obtain permission in writing from the Council. The application must show a drawing or illustration of the design, dimensions, full constructional details, materials to be used and any inscription required.

Memorials shall be erected by permission of the Council and shall remain the sole responsibility of the person named in the application. The Council shall not be responsible for any injury or damage caused thereby.

Whilst all reasonable care will be taken to avoid damage to headstones, plaques and flowers, neither the Council nor any other person working in the Burial Ground on behalf of the Council can be held responsible for any damage or loss caused howsoever it is caused.

The Council reserves the right to take appropriate action should any memorial become dislodged and potentially dangerous. The Council shall endeavour to contact the owner should this become necessary.

## **6. Flowers and Plants**

No plantings or gardens are allowed on the graves or the surrounding area.

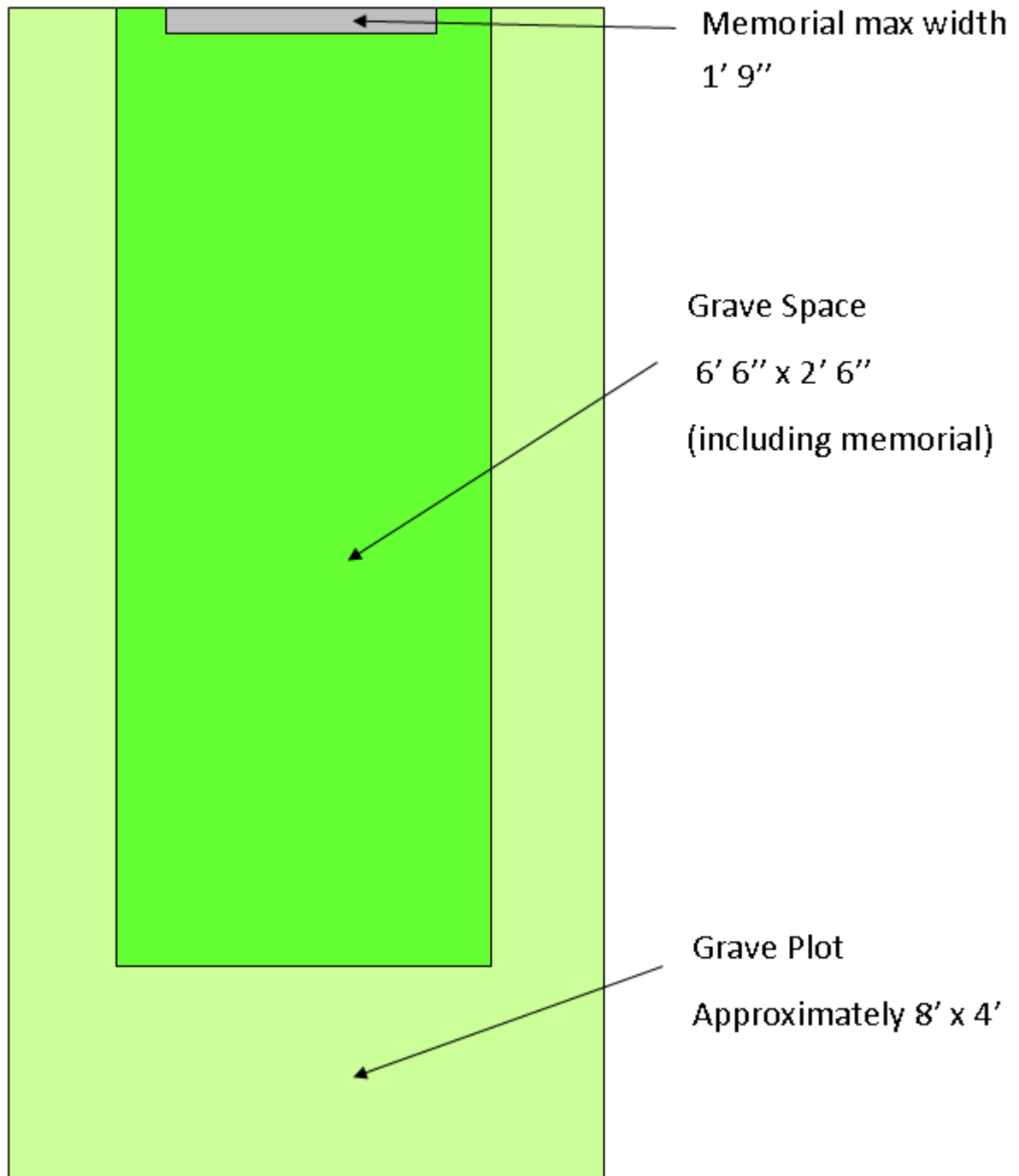
Only permitted flower receptacles are allowed in the Burial ground. Under no circumstances should glass containers be used.

There are NO litter bins situated around the Burial ground and all rubbish should be taken away to be disposed of. Wreaths and floral tributes from recent funerals or anniversaries should be removed when they have deteriorated.

The Council reserves the right to remove any flowers, wreaths, broken containers or articles which have been placed upon a grave and which have remained there for 56 days (8 weeks) or longer.

## Betchworth Parish Council

### Definitions of some Burial Ground terms



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- 'Grave Plot' means a designated area containing a grave and memorial which allows for space to surround each grave space, and determines the spacing between the graves.