

BLETCHINGLEY PARISH COUNCIL

Cemetery Regulations

for the Bletchingley Cemetery, made by the Bletchingley Parish Council and approved by them at their meeting on 9 March 2009.

Funeral Directors are requested to bring these Regulations to the notice of their clients.

In all cases of interment and erection of memorials, the following Regulations must be observed:-

In these Regulations, the "Council" means Bletchingley Parish Council and "memorial" includes gravestones, tablet, or first inscription.

1. The responsibility for grave digging will rest with the appointed undertaker, who must ensure each grave shall be dug in the middle of the numbered grave space and after interment the grave shall be back filled and satisfactorily consolidated. All excess spoil must only be placed in the designated area.
2. No grave shall be dug less than 1830mm deep and the interments allowed therein shall **not** be for more than 2 Persons. For second burials, there must be at least 920mm of earth between the coffin and normal ground level. All spoil obtained when the grave is dug must be deposited in the place allocated and Funeral Directors will be financially responsible for any costs incurred in removing the spoil to the correct location.
3. Notice of at least 48 hours (excluding Saturdays, Sundays and Bank Holidays) must be given to the Clerk of the Council of any interment on the form provided.
4. All fees and charges are payable to Bletchingley Parish Council and should be sent to the Clerk before each interment or the erection of a memorial in accordance with the attached Table of Fees
5. Flowers and plants may be planted on a grave, but they must not exceed the width and length of the grave to facilitate the cutting of the grass between the graves.
6. Trees or shrubs must not be planted on a grave.
7. All memorials of any description, (gravestones, monuments etc) and all designs and inscriptions on them must be approved by the Parish Council, and the appropriate fee paid before erection. The following types of materials are **not** permitted: flower beds which require tending; wooden materials of any sort. Plain kerbstones which enclose the plot may be permitted at the discretion of the Parish Council. The maximum size for a headstone, vase or tablet must not exceed 915mm x 610mm (3ft x 2ft). The Council shall determine all questions as to suitability of any memorial.
8. No memorial may be erected until six months have elapsed since the date of the interment.
9. The grave number must be engraved on the top right hand side of the rear of the memorial. All grave spaces shall be levelled.
10. The Council shall not be responsible for any damage to any memorial during or after erection. The family concerned will be required to be responsible for the upkeep of the grave and the maintenance and safety of the memorial from the date of interment and erection of the memorial.

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If in default of this, the Council are entitled to remove or repair them as the Council shall deem fit.

11. Burial plots may be reserved by Parishioners and five-year Parishioners and non-residents, but the plot must be utilised within 60 years of the grant of exclusive Rights of Burial.
12. The Register of Burials is kept by the Clerk in addition to the Registers of Grave Spaces and Purchased Graves. A search may be made by appointment only.
13. Upon receipt of a request for interment the Clerk, together with Councillor whose Area of Responsibility is the Cemetery, shall visit the cemetery to confirm that the siting of the plot allocated is in accordance with the Cemetery Records. Either the Clerk or the said Councillor shall attend with the gravedigger to confirm the gravesite.
14. If there is a request for interment in an existing grave, the Clerk and the Councillor shall visit the Cemetery to confirm the site is in accordance with Cemetery Records. The site should also be confirmed by an existing relative if possible. The Clerk or the said Councillor shall attend with the gravedigger to confirm the gravesite.
15. Ashes may **not** be scattered in the cemetery, but ashes may be buried on existing graves after prior application to the Bletchingley Parish Clerk.

Clerk to Bletchingley Parish Council

Effective 1st April 2009