



These rules are designed to keep the Cemetery and Garden of Remembrance safe and in good order, and we would appreciate relatives and visitors' co-operation in this matter. Please contact the Clerk to the Council if you require further information.

CEMETERY AND GARDEN OF REMEMBRANCE GUIDANCE AND RULES

1. Hours of Opening

The Cemetery is open to the public during daylight hours throughout the year, but the Council reserves the right to exclude the public if it should be necessary on any particular occasion. Such days and hours may be varied by the Council from time to time, notice whereof will be given in the Cemetery.

2. Hours of Burial

Burials shall **normally** take place on Mondays to Fridays inclusive, and they must not start before 9am and completed before dusk.

The time arranged for burial shall be that of arrival at the graveside.

Only in cases of emergency shall burials be permitted on a Saturday, Sunday, Good Friday, Christmas Day, Bank Holiday or any other public holiday when the certificate of a coroner or registered medical practitioner notifying that immediate burial is necessary, shall be required.

3. Notice of Burial

Notice of burial must be given to the Clerk to the Parish Council at least 3 working days prior to the interment. At least two working days (exclusive of Saturdays, Sundays and all public holidays) must elapse between the day on which notice of burial is given and the day of the funeral.

Interments may take place with or without the services of a clergyman or minister of religion.

All information required on the Council's official form must be provided.

** Plots for allocated for Burial & Ashes – the burial must be completed before the interment of ashes, a maximum of two receptacles per headstone*

4. Fees

The current fee rates are available from the Parish Council office.

All charges and fees for interments and purchase of grave spaces shall be paid for at the time of the order, unless agreed otherwise.

All fees for memorials shall be paid prior to their erection.

Residency and Applicable Fees

1. For the purposes of these Regulations, a **Resident** is a person whose principal or permanent place of residence was within the Parish of South Cave immediately prior to their death.
2. The applicable cemetery fees for the Grant of Exclusive Right of Burial and any associated interment fees shall be determined by the residency status of the deceased, and not by the residency of the applicant, purchaser, executor, next of kin, or any other person arranging the funeral or purchasing the Grant.
3. Where the deceased was not a resident of the Parish of South Cave immediately prior to their death, the **non-resident fee** shall apply to the purchase of the Grant of Exclusive Right of Burial and to any other fees identified by South Cave Parish Council as being subject to resident and non-resident charging.
4. South Cave Parish Council reserves the right to request such documentary evidence as it considers reasonably necessary to establish the residency status of the deceased before determining the applicable fee.
5. The decision of South Cave Parish Council regarding the application of resident or non-resident fees shall be final.

Residents Admitted to Residential or Nursing Care

For the purposes of these Regulations, a person shall continue to be regarded as a **Resident** of the Parish of South Cave where:

1. Their principal or permanent private residence was within the Parish of South Cave immediately prior to admission to a registered residential care home, nursing home or hospice; and
2. Their move from the Parish was solely as a result of age, ill health, disability or the need for long-term residential or nursing care.

Where the above conditions are met, the deceased shall be deemed to be a resident of the Parish for the purposes of determining cemetery fees and eligibility under these Regulations.

This provision shall not apply where a person voluntarily established a new permanent private residence outside the Parish before entering residential or nursing care.

South Cave Parish Council reserves the right to request such documentary evidence as it considers reasonably necessary to determine eligibility under this provision.

Supporting information:

5. Cremated Remains

A suitable receptacle containing the ashes of a cremated person may be buried in a plot for which the exclusive right of burial has been purchased in the Garden of Remembrance. The plot must not exceed 18" (450mm) square. Only three receptacles containing the ashes of a cremated person may be buried in one plot. *Plots for Ashes only to be located within the Garden of Remembrance with no exceptions*

6. Digging and Depth of Graves

The depth of every grave (whether or not the Exclusive Right of Burial has been purchased) is controlled by the Council. No grave shall be deepened

after the first burial. A layer of at least six inches of earth must be left between each coffin in a double depth grave. There must be no disturbance of any previously interred remains. No part of any coffin shall be less than three feet below the level of the ground.

The Council does not undertake the digging of ashes plots or graves. Responsibility for this rests with the Undertaker. Grave Diggers must adhere to the Code of Practice for Grave Digging, and safe working procedures.

Only x2 burials are permitted in each plot. (see note 1. Re: ashes to headstone)

7. Memorials

- (a) Headstones are to be upright or desktop style. Upright headstones are to be limited to a maximum height of 4'6" (1370mm) above ground and a maximum width of 2'6" (760mm), by 4" (100mm) deep. These must be ground founded with at least one third below ground, with a minimum of 16" (400mm). The flower holder may not extend more than 8" (200mm) beyond the face of the headstone.
Desktop style memorials should be not more than 2' (620mm) x 2' (620mm) square, with a maximum height of 4" (100mm).
No other type or installation system of memorial shall be permitted.
- (b) Each plaque in the Garden of Remembrance must be 18" (450mm) x 18" (450mm) only, flat, at ground level. In order to prevent damage to plaques or mowing equipment, gullies around plaques are not permitted. Plaques must not be raised above the level of the surrounding turf.
- (c) Details of headstones or plaques, with inscriptions, to be erected at the Cemetery must be submitted to the Clerk for approval (usually via the Stonemason), before installation. The inscription of the plot number to be inscribed on the lower back left corner (number to be provided by Clerk)
- (d) Installation of upright memorials must not take place earlier than six months after interment.
- (e) Temporary memorials are not allowed other than wooden crosses. *A wooden marker must be placed to the plot detailing the plot number and name of the deceased on internment and must remain until a permanent Headstone/Plaque is installed*
- (f) All memorials are to be kept clean and in good repair by owners, or their lawful successors.
- (g) The Parish Council will not be responsible for any damage to monuments, gravestones and other structures other than damage occasioned by the negligence of its officers, agents, or workmen.
- (h) No fee will be charged for the erection of the memorials provided by the Commonwealth War Graves Commission on Service Graves.
- (i) No fee will be charged for private memorials erected by relatives over Services Graves, or inscriptions on memorials commemorating members serving in HM Forces at time of death.
- (j) No kerbs of any kind (stone, wooden, plastic or otherwise) are permitted around the graves or cremations.
- (k) All inscriptions to face the east
- (l) Every Memorial must contain the number of the grave over which it is to be erected, rear bottom left
- (m) Each grave required its own memorial

8. Maintenance

Excessive dressing of the graves or memorial stones is not permitted, and this includes scarves, ribbons, soft toys ornaments, tinsel etc. If there is any doubt, please contact the Parish Clerk for assistance.

Stone chippings and bark mulch are not permitted on the graves or cremation plots.

No bushes, plants, vases or objects of any description to be permitted on the grave space other than the inclusion of a flower holder set within the plinth of a headstone or within a plaque.

Spring bulbs may be planted under the turf of a grave space. Remembrance Day Poppies and Christmas Wreaths may be laid at the base of any memorial. These will be removed if remaining after two months. The Parish Council cannot accept any liability for damage to flowers or wreaths whilst maintaining the Cemetery. Planting of bulbs or plants outside the plaque in the Garden of Remembrance is not permitted.

9. General Rules

- (a) No games or sports to be played in the cemetery
- (b) No trees are to be planted without the permission of the Parish Council
- (c) Under no circumstances may dogs, other than Guide Dogs and Hearing Dogs, be brought into the Cemetery
- (d) No children under the age of 10 are allowed in the Cemetery unless accompanied by a responsible adult.
- (e) Visitors shall not pick, cut, fell or remove from the cemetery any flower tree or shrub, not sit on any memorial, monument, headstone or structure other than a seat provided for the purpose.
- (f) Littered and withered flowers should be placed in the appropriate receptacle provided.
- (g) The registers, records, tables of fees and plan of the Cemetery are available for inspection at the Parish Council Office during the normal open hours without charge.
- (h) Visitors to the cemetery are asked to behave in a quiet and orderly manner so as to preserve the quiet reverence and peaceful atmosphere created in the Cemetery.
- (i) The Council reserves the right to alter or add to these regulations
- (j) The Clerk to the Parish Council will be pleased to render whatever help or advice is needed and enquires can be made to:

Mrs L Fielding
Clerk to South Cave Parish Council
The Town Hall
40-42 Market Place
South Cave Brough
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