**CAWTHORNE PARISH COUNCIL**

**CAWTHORNE CEMETERY**

**CEMETERY REGULATIONS**

Cawthorne cemetery, which is adjacent to All Saints’ Church, Cawthorne, is owned and maintained by Cawthorne Parish Council. It is a place of beauty, peace and tranquillity. The Parish Council has updated the following regulations to preserve this amenity for the benefit and enjoyment of the parish and community, and to ensure that good practice is observed in the management of the cemetery.

The provisions of the Local Authorities Cemeteries Order 1977 apply.

 **In these regulations:**

‘The Council’ means Cawthorne Parish Council.

‘Parish’ means the civil parish of Cawthorne.

‘The Cemetery’ means the cemetery provided by the Council and situated off Church Walk and Church Lane, Cawthorne.

‘Grave’ means a burial place formed in the ground by excavation and without any internal wall or brickwork or stonework or any artificial lining.

‘Vault’ includes underground burial places of every description, except graves.

‘Officials‘ means the Clerk and Members of Cawthorne Parish Council.

‘Ashes Space’ and ‘Cremation Plot’ means a burial place formed in the ground for the specific purpose of the internment of ashes after cremation.

‘Burial’ means the internment of a body or cremated remains.

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CEMETERY RULES AND REGULATIONS

**1. General**

The cemetery is open to the public subject to the following:

1. Children under the age of 12 years will not be admitted except when accompanied by a responsible person.
2. All visitors shall conduct themselves with proper decorum.
3. Officials have the authority to expel from the cemetery any person acting improperly
4. Dogs are not permitted in the cemetery.
5. Persons with push chairs or prams are requested to keep to the main paths.

**2. Administration and charges**

1. A Register of Interments and plans of the cemetery are kept by the Clerk to the Council, from whom further information may be obtained.
2. All charges for interment must be paid at the time the requisition for grave space is made. Current charges are at Appendix A
3. The Certificate of the Registrar of Deaths must be produced and all other relevant information must be furnished to the Clerk of the Council at the time of such requisition. Relevant information includes name of Minister (if any) and contact details of the person making the funeral arrangements.
4. The Certificate of the Registrar of Deaths must be given to the Clerk immediately after the internment.
5. At least 48 hours notice must be given for an internment in an ordinary grave, 72 hours if a brick grave is required. If the internment is fixed for a Sunday or Monday, then notice must be given no later than 5pm the previous Thursday.

**3. Entitlement to purchase**

1. Graves, vaults, burial spaces and ashes plots cannot be purchased without the consent of the Council being first obtained.
2. The purchase of a new grave space shall be limited to that for the purpose of the burial of a body or ashes of those who have been parishioners of the Parish of Cawthorne, or their spouse.
3. No vault or grave in which the exclusive right of burial has been purchased shall be opened without the owner’ consent in writing or the reproduction of the receipts of the original fee.
4. Transfers of an exclusive right of burial are subject to compliance with the above restrictions.
5. The Parish Council no longer permits the purchase of a grave with an exclusive right of burial (commonly known as pre-purchased graves)

**4. Burials**

1. The selection of the place of internment must in all cases be subject to the approval of the Council, but the wishes of applicants will be met as far as possible.
2. The burial of a body is limited to those who have been a parishioner of the Parish of Cawthorne, or their spouse.
3. No body shall be buried in a grave in such a manner that any part of the coffin is less than three feet below the level of any ground adjoining the grave.
4. No graves, vaults and ashes spaces are to be excavated and dug without the express approval of the Council.
5. Cremated remains must be interred in an existing grave or in the designated ‘Cremation Plot’ area.
6. The scattering of ashes in the cemetery is forbidden.
7. Caskets in which cremated remains are to be interred shall be of perishable material.

**5. Memorials - general**

1. Drawings of every proposed memorial showing the form and dimensions, with a copy of the intended inscription, must be submitted to the Council for approval. No memorial will be admitted into the cemetery without the approval of the Council, signed by the Clerk, or in his/her absence by the Chairman.
2. All memorials must be made of York Stone, natural sandstone, or reconstituted stone, with no polished or reflective finish. The stone should reflect the local building material in colour and texture.
3. Marble, synthetic stone and plastic are not permitted.
4. The inscriptions may be incised or in relief and may be painted. The name of the deceased should be given with an indication of the dates of birth and death. The remainder of the inscription must be simple and reverent.
5. Extra inscriptions on existing headstones and tablets must be submitted to the Council for approval
6. If an existing memorial has no further space for an inscription the matter shall be negotiated by the Clerk to the Council.

**6. Memorials –Headstones**

1. Headstones may be of any size within the following dimensions; No larger than 4 feet high by 3 feet wide and 6 inches thick (1200 millimetres by 900 mm by 150mm). No smaller than 2 feet 6 inches high by 1 foot 8 inches wide by 3 inches thick (750mm by 500mm by 75mm).
2. A headstone may stand on a stone base that is an integral part of the design and does not project more than 4 inches (102mm) beyond the headstone, except where a flower receptacle is provided in which case this should be flush with the base and may extend 8 inches (200mm) in front of the headstone.
3. No sculpture’s trade mark is allowed on a headstone. The mason’s name or mark may be incised on the back in half inch sized letters, but not painted in.
4. Headstones to have a ground fixing anchor system.
5. No headstone to be erected until 6 months after the burial has taken place to allow settling of the earth.
6. All headstones are to be kept in repair by the owners thereof.

**7. Memorials – Cremation Tablets**

1. Memorial tablets in the Cremation Plot should be no larger at 18 inches by 18 inches and no smaller than 9 inches by 9 inches; shall be laid flush with the surrounding ground and shall be properly bedded in.
2. All memorials should be placed in an accurate, straight line with existing memorials.

**8. Maintenance**

1. The area around a grave shall be kept free of obstructions
2. The following are not permitted on graves or in the Cremation Plot; sculptures such as birdbaths, hearts, horse shoes; books, toys; figure statuary; cameos; photographs; portraits; solar lights. The Council reserves the right to remove any item not permitted.
3. The following are not permitted on graves; kerbs; railings; paving; plain or coloured chipping
4. Bedding plants and flowering bulbs only may be planted on any grave provided they do not interfere with cemetery maintenance; perennials and shrubs are not permitted.
5. Flower receptacles and small pot plants only are allowed in the Cremation Plot.
6. Flower receptacles should be an integral part of a headstone, or sunk completely into a grave which has no stone memorial, to allow for grass cutting.
7. Wreaths and flowers may be placed on graves but must be removed as soon as they appear withered. The Council reserves the right to remove any withered wreaths.

Adopted by Cawthorne Parish Council on the 6th November 2014.

Revised 1st August 2016.

S M Bashforth

Clerk to the Council