

ACKWORTH PARISH COUNCIL

CEMETERY REGULATIONS

1. The Cemetery will be open to the public daily from 8 am until sunset. Children under 10 years of age will not be admitted except under the care of a responsible person and all visitors are expected to keep to the walks and refrain from touching shrubs and flowers and to behave in an orderly manner in all respects.
2. Dogs are only allowed in the cemetery when on a lead. Any fouling by a dog must be removed from the cemetery. Other domestic animals are not allowed in the cemetery.
3. Bicycles and other vehicles are not allowed, with the exception of mobility scooters are not allowed in the Cemetery.
4. All charges for interments and the purchase of freehold graves and vaults must be paid for before the interment takes place.
5. All appropriate certificates relating to the death to be received by the Clerk prior to the interment. All necessary details included on the 'Notice of Interment' to be received by the Clerk at least forty-eight hours prior to the interment. If the interment be fixed for a Monday, notice must be given no later than the previous Wednesday. An additional two clear days previous notice must be given if a vault or bricked grave is required.
6. No burial can take place before 10 am nor after 2.30 pm in any part of the year without special permission.
7. In all unbricked graves wooden coffins must be used and none of any other kind without special permission of the Council. 'The Exercise of Rights' (that is the procedure and requirements regarding burial) shall comply with Part 1 of Schedule 2 of the Local Authorities' Cemeteries Order, 1977.
8. All graves and vaults must be dug under the management; regulation and control of the Council and all brick and stonework must be executed to the satisfaction of the Council.
9. The selection of the place of interment in the instance of a Common Grave or in a Purchased Grave plot shall be at the discretion of the Council.
10. No Vault or Grave, in which the exclusive right has been purchased, shall be opened without the owners consent in writing (this may take the form of a signature on the "Notice of Interment" against the item which says "If in a purchased grave or vault, Signature of the present owner"). The production of the Grant of such Right shall be conclusive evidence of the title of the person producing the same.
11. The owner of any grave or vault MUST employ a Monumental Mason who belongs to our Monumental Masons Scheme to erect a Monument thereon provided he/she conform to the regulations made from time to time by the

Council, but in case of any breach of any of the regulations the Council shall have the right to interfere with the work in such a way as the Council shall think fit, and may discharge any workers or other persons from, and prohibit them from entering the Cemetery. An update list of registered members of our Monumental Masons Scheme is available upon request.

12. Purchasers or owners of graves or vaults, employing Monumental Masons to erect monuments must, before the erection, pay the fees for permission to make the erection, the setting out of the ground and the superintendence.
13. A gravestone or monument must not be erected except over a grave or vault to which exclusive right of burial has been purchased.
14. Purchasers of vaults or grave plots shall **not** be at liberty to transfer them.
15. The Council does not permit 'Do It Yourself' surrounds, memorial structures or gravel/chipping fillings of vivid colours are permitted unless in exceptional circumstances when a plan is required to be submitted for approval by the Council.
16. A drawing of every monument, gravestone and/or border stone with a copy of the intended inscription and details of the fixing system to be used, must be sent to the Clerk at the time of application for the approval by the Council. A monument, gravestone or border stone shall not be erected without the written permission of the Council in the form of a letter written by the Clerk. The number of the grave space corresponding with the grave book must be inscribed on every monument, gravestone or border stone.
17. The Council has power to remove any memorial or tombstone, which has been placed within the Councils' cemetery without the necessary authority and also to delete any unauthorised inscription appearing on any memorial or tombstone within the Councils' cemetery.
18. The owner thereof must keep all private graves, vaults, monuments and gravestones in good repair. If any owner neglects for six calendar months after notice sent to such owner or to the representative of the deceased to effect repairs that may be required, the Council may cause the memorial to be removed. Owners of Exclusive Rights of Burial may be legally responsible if injury or damage is caused to anyone or anything due to lack of maintenance.
19. Monuments will be inspected and tested regularly, in accordance with Health and Safety Regulations. Those failing the inspection will be made safe, if necessary, by laying the headstone down.
20. At any interment persons may appoint their own Minister, subject to the fees, rules and regulations made by the Council. Notice of the Minister so appointed shall be given to the Clerk on the "Notice of Interment".
21. Annual bedding plants, may be planted within the grave space, no trees/shrubs/roses/grasses are permitted. The Council reserve the right to prune, cut down or dig up and remove any unsightly or overgrown plants. When

maintaining your grave all refuse must be placed in the bins or skip provided for this purpose.

22. The Clerk will keep a register of burials and at all reasonable time's searches may be made and extracts obtained on the payment of the appropriate fee.
23. A plan of the Cemetery, showing the situation of the freehold graves and places for interments, will be kept by the Clerk and may be seen at all reasonable times without charge.
24. The Council forbids the receipt of any gratuity by any Officer or person employed by the Council.
25. The Council stipulates that at least 6 months should elapse between the interment and the erection of any memorial or tombstone as the ground may sink and the memorial or tombstone may crack or fall. The Council accept no responsibility for memorials or tombstones, which crack or fall due to ground shrinkage.
26. All flower containers, trinkets etc must be within the grave space. Any found to be outside will be placed back on the grave.
27. Any Christmas wreaths or artificial Christmas flowers on graves after 1 April will be removed and disposed of.
28. No glass vases / containers are allowed for Health & Safety reasons. Any found on graves will be removed and disposed of.
29. The Parish Council is unable to accept responsibility for any item(s) placed on graves.
30. Any further information may be obtained from the Clerk by telephoning 01977 611583.
31. The Council reserve the right to make alterations or additions from time to time on the foregoing regulations and the scale of fees.