

CHORLEYWOOD PARISH COUNCIL

LAWN CEMETERY RULES

INTERPRETATIONS

"The Council"	- means the Chorleywood Parish Council
"The Cemetery"	- means the Chorleywood Lawn Cemetery
"The Clerk"	- means the Clerk of Chorleywood Parish Council or his or her representative

1. MANAGEMENT OF THE LAWN CEMETERY

The Council reserve to themselves the right to make an alteration or addition to the undermentioned rules from time to time as may be found necessary.

Offences in the Cemetery:-

No person shall

- (a) Willfully create any disturbance in the Cemetery
- (b) Commit any nuisance in the Cemetery
- (c) Willfully interfere with any burial taking place in the Cemetery
- (d) Willfully interfere with any grave or other memorial, or any flowers or plants on any such matter, or
- (e) play at any game or sport in the Cemetery

2. CONTROL

- (a) Subject to these rules and any amendment thereto which may be made by the Council, the general management and control of the Cemetery shall be vested in the Clerk.
- (b) All persons admitted in the Cemetery shall conform to rules for the time being in operation. Every purchaser of the Exclusive Right of Burial in any earthen grave and every person who may require such right shall be subject to these rules.

3. CHILDREN

Children under the age of 14 years must be accompanied by a responsible person.

4. VEHICLES etc

- (a) Cycling is not permitted in the Cemetery.
- (b) No motor car or other vehicle, unless in attendance upon a funeral, will be allowed in the Cemetery without the permission of the Clerk.
- (c) All authorised vehicles shall drive at not more than 5 miles per hour and must wait in such places as may be directed by the Clerk.
- (c) Vehicles etc shall only remain in the Cemetery for so long as is required for unloading or loading and shall not be allowed on the turf.

5. ANIMALS

Dogs will not be admitted to the Cemetery.

6. MUSIC

Music shall not be played in the Cemetery without the consent of the Clerk.

7. GLASS CONTAINERS, VASES, etc

No case, ornament, jar, vase or similar article of glass shall be placed on any grave space.

8. PLANTING OF GRAVE SPACES

- (a) After each interment in any earthen grave space in which the Exclusive Right of Burial has been purchased, the surface of the grave space shall be laid to grass if, within one year of the interment either a memorial plaque has not been placed on the grave or the Clerk has not received an application to obtain such a plaque.
- (b) The registered owner of the Exclusive Right of Burial in any earthen grave space may not plant annual bedding plants, bulbs, rose bushes or similar species on such grave space. Shrubs, conifers and other ornaments shall not be permitted.
- (c) Memorial rose bushes for planting in the memorial rose beds in the Cemetery may only be purchased through the Parish Office. Owners of grave spaces may not supply their own rose bushes.
- (d) The Council permit only **two** flower containers per grave in the Cemetery and these can contain either real or artificial flowers. These containers should be lightweight with prongs at the bottom for easy removal and can be purchased from the Parish Office. When flowers in the containers have died, the Cemetery Gardening Contractor will remove the container and place it on one of the shelves at the side of the garden sheds.

9. FLORAL TRIBUTES

Floral tributes may be placed on the grave on the day of interment and may remain there for not more than fourteen days, after which time they will be removed by the Cemetery gardening contractor.

10. RUBBISH

Dead flowers and other rubbish must be placed in the receptacles provided for this purpose.

11. RESPONSIBILITY FOR DAMAGE OR LOSS

- (a) The Council will not hold themselves responsible for the safekeeping of, or accept any liability in respect of any accident or damage to, memorial plaques. The Council reserve to themselves the right to remove any broken or damaged portions of bronze plaques or other things which is or has in their opinion become unsightly or objectionable, or to remove and replace any bronze plaque as occasion may, in their opinion, require.
- (b) The Council shall not be responsible for, accept any liability in respect of, any order or documents sent by post to (or from) the Parish Council office, or for any orders which are conveyed by telephone.

12. OPENING TIMES

The Lawn Cemetery is open to the general public at all times, via the pedestrian entrance, except that the Council reserve the right to lock the Cemetery gates if it is considered appropriate to do so at any given time.

13. RULE CONCERNING INTERMENTS AND THE PURCHASE OF GRAVES

- (a) All notices of interments shall be in writing on the printed forms supplied by the Council and obtainable from the Clerk and shall be posted or delivered to the Council offices between the hours of 9.00am and 1pm from Monday to Friday inclusive excluding Christmas Day, Good Friday, or other Public or Bank Holidays or other holidays granted by the Council.
- (b) Notice of an interment in an earthen grave space shall be delivered at least three clear working days before the interment (excluding Christmas Day, Good Friday or other Public or Bank Holidays or other holidays granted by the Council).
- (c) If short notice of an interment in a purchased grave be accepted, an extra charge may be made. The Council shall not be responsible for any error which may arise by reason of the inaccuracy of the information supplied in the notice of interment, and reserve to themselves the right to refuse to accept a notice of interment in any grave space. These periods of notice shall be regarded as the minimum under normal circumstances. The Council reserves the right to require longer notice where necessary.

- (d) To avoid inconvenience and delay at the graveside the outside dimensions of the coffin or casket shall be supplied in writing to the Council at the time the notice of interment is given.
- (e) The pre-purchase of graves is not permitted.
- (f) The charge for an Exclusive Right of Burial at Parishioner's rate will be determined by the addresses of the deceased within the previous two years.

14. FEES AND CHARGES

All fees and charges shall be due and payable not later than the day of the interment.

15. RESTRICTIONS OF INTERMENTS

- (a) All interments shall be conducted in accordance with the statutory provisions for the time being in force relating thereto.
- (b) No interments can take place on Saturdays, Sundays, Good Friday, Christmas Day or other Public or Bank Holidays or other holidays granted by the Council.

16. REGISTRARS' CERTIFICATES AND CORONER'S ORDERS

- (a) A Registrar's certificate or Coroner's order, or a declaration in the form prescribed by the Births and Deaths Registration Act 1926 and any amendment or re-enactment thereof must be produced at the Cemetery or the Parish Council offices before the interment can take place.
- (b) For the interment of cremated remains a Certificate must be provided from the Cremation Authority.

17. TIME OF BURIAL

- (a) The Cemetery will be open for interments as follows:-
Monday to Friday 9.30am - 1pm
- (b) Interments at other times may be made at the discretion of the Clerk.

18. POSTPONEMENT OR CANCELLATION OF INTERMENT

The prescribed fee will be charged in all cases when an interment has been booked and is afterwards cancelled or postponed.

19. COFFINS

- (a) For an interment of uncremated human remains in an earthen grave space a coffin shall be used and shall be constructed of wood or biodegradable material and shall not be lined with an impervious material.
- (b) The undertaker or other person(s) responsible for the interment shall provide sufficient bearers for carrying out and the lowering of the coffin into the grave.
- (c) For an interment of cremated human remains in an earthen grave space, the ashes shall be contained in a biodegradable sealed receptacle. As an alternative, at the discretion of the Clerk, ashes may be scattered in a seemly manner in an agreed location.

20. DIGGING AND OPENING OF GRAVES

- (a) Interments in any earthen grave space in which the Exclusive Right of Burial has been purchased shall not be permitted until a consent in writing, signed by the registered owner, or satisfactory proof that the person proposed to be interred in the said earthen grave space has a right to burial therein, has been delivered to the Clerk. Such consent or satisfactory proof shall be delivered with the notice of interment.
- (b) All graves shall be excavated by persons employed by the Council.

21. OWNERSHIP AND SELECTION OF SITES

- (a) The Exclusive Right of Burial is granted for a period of 100 years.
- (b) No person shall be allowed to hold at one time the Exclusive Right of Burial in respect of more than two spaces except by express permission of the Council.
- (c) No grave will be registered in the name of an undertaker or firm of undertakers, or a partner, Director or employee of such firm unless evidence satisfactory to the Clerk is submitted that the grave is required for use by the applicant as a private individual and not for the purpose of business.

22. TRANSFER OF OWNERSHIP

After the interment of the registered owner of the Exclusive Right of Burial to any earthen grave space, the legal personal representative shall produce to the Parish Council, Probate of the Will of the deceased or Letters of Administration to his or her estate, or such evidence as the Council shall require so that the change of ownership may be duly established and registered after payment of the prescribed fee. Until satisfactory proof of ownership shall have been so given an earthen grave space shall not be opened or otherwise dealt with.

23. ATTENDANCE OF MINISTER

All denominations shall make their own arrangement for the attendance of a Minister if so required. The name and address of such Minister must be notified to the Clerk at the time of giving notice of the interment.

24. MEMORIAL PLAQUES

Bronze memorial plaques for placing on graves after an interment has taken place can only be obtained from the Council's suppliers and must be ordered through the Parish Office at the grave owner's expense. For a full burial grave the plaque size is 24" x 12" and for an Ashes grave the plaque size is 12" x 12".

25. MAINTENANCE OF THE LAWN CEMETERY

All maintenance work in the Lawn Cemetery shall be carried out by the Council's approved contractors.

September 2006