

Effingham Parish Council

Burial Ground Conditions and Burial Fees

Effingham Parish Council welcomes all visitors to the Burial ground and you are asked to respect the peace and dignity of the facility. The burial ground is adjacent to St Lawrence's Church of England church but is open to all faiths. There is a small area of un-consecrated ground for those who may wish this. Children should be kept under supervision and dogs must be kept on a lead, owners must clear up any dog fouling and remove it from the burial ground.

Applications for Interment

All applications are to be submitted to Effingham Parish Council a minimum of a week prior to the interment.

All applications received **MUST** be signed by the registered owner of the exclusive right of burial. Should the owner be deceased, the applicant must contact the Clerk of the Council prior to the interment taking place in order to effect a transfer of ownership.

Qualification for Purchase of Grave Space

The Burial Ground is provided for the interment of people who at the time of death are residents of the civil parish of Effingham and have been so for a significant part of their lives. As a guideline it is unlikely that permission to purchase a new grave space would be granted unless the deceased had lived in Effingham for at least ten years, part of which should be within the last two years. In the case of a child under 12, the child's parents / carers should be resident in the parish and have been so for at least five years. The power of discretion in these matters is vested in the Chairman of the Parish Council.

Unless it is requested otherwise, new graves are dug to 'double depth' for the first burial. This means that should occasion arise there will be room for two coffins and possibly a casket of ashes. So, the grave space will initially be purchased for an Effingham resident (ie the first burial), but after this it is the property of the family concerned, and they can decide on who would be buried in it thereafter.

The last permanent address of the deceased will be used. If a long-term resident of Effingham has been accommodated in a residential care/nursing home outside the Parish within five years immediately prior to the date of death, this will be acceptable.

Permission is not given for the burial of pets.

Purchase of Exclusive Right of Burial

'Right of Burial' may be purchased at the time of the interment need on payment of the appropriate fee. 'Right' is granted for a term of 75 years, after which EPC has the right to reclaim the plot. The Exclusive Right entitles the deed-holder to determine who is buried in the grave and whether a memorial can be installed (subject to the payment of the relevant fee and permission from the

Parish Council being granted). All requests for transfers of Exclusive Right must be in writing to Effingham Parish Council together with payment of the relevant administration fee. You may be required to demonstrate your right to have the grave transferred into your name.

Special regulations and charges may apply to the use of coffins/caskets where the size in excess of 1980mm in length and 710mm in width.

Please Note: The owner of the Exclusive Rights is responsible for advising the Parish Council of any change of address. Failure to notify us of a new address may result in any remedial action required in respect of the grave plot, or any memorial installed on the plot, having to be taken without reference to the owner of the Exclusive Right.

In very exceptional circumstances Effingham Parish Council, may be prepared to buy back the Exclusive Right of Burial providing the grave space has not been used for any interment. Any application to the Council for the surrender of a grave space will be considered by the appropriate committee and any decision is at the committee's discretion. Any refund will be based on the sum paid at the time of purchase, irrespective of current cemetery fees, and will incur a 10% administration fee or £100 whichever is the greater.

Common Graves

Should the Exclusive Right not be purchased at the time of the interment Effingham Parish Council reserves the right to determine the initial depth of the grave is 1980mm. Any subsequent interment in that grave space will be at 1370mm.

Grave Depths

The Local Authority Cemeteries Order Act 1977 states that 915mm of soil has to be between the top of the last coffin interred and the ground level (for an average coffin being 380mm in height). For double depth graves 150mm of soil is to be left between each coffin.

New grave opening depth: 1980mm.
Second interment depth: 1370mm.
Child's grave depth: 1370mm.

Memorials

Headstones shall not exceed 1220mm.
Kerb Sets must not exceed 2135mm x 915mm.
Under Slabs must not exceed 2135mm x 915mm and **must** include any walkway.

Any "Exclusive Right" deed holder who wishes to erect a memorial in the cemetery must first obtain permission in writing from Effingham Parish Council. The application must show a drawing or illustration of the design, dimensions, full constructional details (for checking against the NAMM Code of Practice) materials to be used and any inscription required. Where memorials or kerb sets are erected that are not in compliance with these directives, the Council reserve the right to remove such items and all costs incurred will be charged to the "Exclusive Right" deed holder. Subsequent additions of kerb sets or additional memorial items must be applied for as above.

Monumental Mason's names, signs or marks may be inscribed on any memorial item provided their appearance is seemly and unobtrusive having regard to the memorial as a whole. Every memorial erected or placed in the cemetery shall bear the grave space number on the back face or base.

Memorials shall be constructed of granite, marble, slate or other hard natural stone of monumental quality but not of white marble.

All memorials MUST be erected in accordance with BS8415 (or any such new regulation that is introduced herein after) and the National Association of Monumental Masons (NAMM) Code of Practice. Effingham Parish Council reserves the right to refuse permission for the installation of any memorial where the fixing method does not comply with current guidelines.

All memorials remain the property and responsibility of the "Exclusive Right" owner. Effingham Parish Council shall not be responsible for any damage or breakage which may occur to any memorial through any cause whatsoever i.e. vandalism, storm damage etc. Owners should consider insurance for their memorials. The memorial owner has a responsibility to maintain their memorial. The Health and Safety Executive are concerned about the danger posed by unstable memorials and would expect that burial authorities inspect and test stability of all memorials in their cemeteries, and if necessary lay down any unsafe memorials pending repair being arranged by the owner. Effingham Parish Council from time to time has a programme of stability testing and will be taking any action required to make a memorial safe. Permission to re-erect an unsafe memorial will only be issued when the Parish Council is satisfied that the work will be carried out in accordance with the Code of Practice issued by NAMM. Purchasers of new memorials are strongly advised to use only those masons that confirm, in writing, that they will erect a memorial in accordance with the NAMM code of practice.

At some point in the future the Parish Council will embrace the British Register of Accredited Memorial Masons Scheme (BRAMM) and will only permit registered masons to work in the cemetery. At this time all new grave owners will be informed that they may only employ a registered memorial mason.

Flowers and Plants

Only permitted flower receptacles are allowed in the Burial ground. Under no circumstances should glass containers be used.

The Council reserves the right to remove, and dispose of, deteriorated floral tributes and any other unauthorised articles such as fences, ornaments etc. that are not an integral part of the memorial.

THE PLANTING OF BUSHES, TREES AND SHRUBS IS NOT PERMITTED.

Cremated Remains

Caskets of ashes may be interred in a conventional grave in the cemetery where the 'Exclusive Right' has been purchased. There is no facility for 'scattering' ashes.

Cremated remains may only be interred in grave spaces where "Exclusive Rights" exist on receipt of the written permission of the registered owner of the grave.

Fees

Fees for all cemetery services will be determined by the Council annually to take effect from 1st April each year. The schedule of fees is attached as Appendix A.

GENERAL

Grass Cutting and Maintenance Work

This will be carried out by Effingham Parish Council's contractors and the frequency will be determined by weather conditions and the time of the year. Individual maintenance of grave spaces is the responsibility of owners. The contractors will remove any cut grass or leaves in the general area.

The Council reserves the right to carry out levelling or in-filling on grave spaces where this becomes necessary. The removal or adding of soil after settling is the responsibility of the grave owner's contractor. However the Council may reinstate subsided graves over a period of time following internment and could lay new turf when natural settlement of the ground has ceased. Owners are reminded not to plant this area of the grave, as plants will be removed to allow reinstatement work. Your co-operation is requested in respect of this item.

Litter and Rubbish

There are NO litter bins situated around the Burial ground and all rubbish should be taken away to be disposed of. Wreaths and floral tributes from recent funerals or anniversaries should be removed when they have deteriorated.

Seats and Memorial Benches

All benches being placed in the Burial ground should conform to a reasonable standard size and design and must be approved by Effingham Parish Council. Benches shall only be placed at locations agreed with the Council's representative. Applications must be made to the Council in writing.

Benches must be seated on a solid base and if necessary anchored securely. All benches must be safe to use, as the cemetery is a public space, and must be maintained and kept in a safe and acceptable condition. Any replacement of a bench must be agreed with the Council in writing. Warning will be given by the Council of any unacceptable deterioration in condition and 30 days, or an alternative period of time agreed in writing with the Council, will be allowed for rectification work to be undertaken or for the bench to be removed. After this period the permit will be deemed to have expired and the bench will be removed and disposed of without further warning.

The Council will not be held responsible for any damage or theft to the benches, headstones or memorials.

APPENDIX A

EFFINGHAM PARISH COUNCIL



BURIAL FEES effective from 2019

SERVICE	<1 year	1-18 yrs	18+ yrs
<u>Grant of exclusive right of burial (EROB)</u>			
For an earthen grave 9' x 4'	0900.00	0900.00	0900.00
<u>Interment Fees</u>			
Coffin	0000.00	0200.00	0600.00
<u>Interment Fees</u>			
Ashes	0000.00	0200.00	0200.00
<u>Reopening of existing grave to admit body or ashes.</u>			
Fees	0450.00	0450.00	0450.00
<u>Monuments, Gravestones, Tablets and Monumental Inscriptions.</u>			
A flat stone occupying a superficial area – not exceeding 7' x 3'	0150.00	0150.00	0150.00
A headstone (with or without a footstone not exceeding 12" in height)	per item	per item	per item
Kerb stones or border stones enclosing a space			
A tablet, on any grave			
An inscription after the first, on a gravestone or tablet.	0100.00	0100.00	0100.00
<u>Important Notes</u>			
All monument designs must be approved by the parish council prior to installation. The memorial should not be constructed in white marble or incorporate framed photographs. Any monuments must not impede the mowing and general upkeep of the burial ground.			

Please contact the clerk with any queries regarding the Burial Fee table.