

WENVOE BURIAL GROUND RULES AND REGULATIONS

Introduction

1. Wenvoe Community Council operates the Burial Ground within the regulations imposed under the Burial Acts and by Government Ministers but also in accordance with the explicit requirements of the Council itself and these may be varied at any time as the Council deems it necessary or expedient.

Management

1. The Community Council will not be held responsible for any failure in arrangements due to circumstances beyond its control.
2. Subject to these rules and regulations management of the Burial Ground will be the responsibility of the Clerk to the Council
3. A plan of the Burial Ground, showing the situation of each grave, with Register of Burials, is kept in the Clerk's office, where searches may be made and certified extracts obtained on payment of the stipulated fees.
4. When ground is selected by the Burial Authority the interment will be made in accordance with the convenience of the general arrangements.
5. The Clerk has directions to have removed from the Burial Ground all persons infringing Burial rules or otherwise misconducting themselves.

Opening Hours

1. No Burial or interment shall take place before 10.00 or after 17.00 from 1st April to 30th September or before 10.00 or after 16.00 between 1st October and 31st March.
2. The time named for a funeral must be that of arrival at the Burial Ground
3. No funeral will be allowed on a Sunday, unless it can be shown by the production of a medical certificate that the corpse cannot for sanitary reasons be kept until the following day.
4. The Burial Ground is open to the public. All visitors will be expected to keep to the designated paths, to refrain from touching the stones or flowers, to observe perfect decorum in all respects and not to cause distress or nuisance to other members of the public lawfully using the Burial ground. No dogs (except guide dogs) will be admitted to the Grounds whether on a leash or not.
5. Smoking is strictly prohibited within the precincts of the Burial Ground during the presence of any funeral.

Notice of Burial and Interment of Ashes

1. Notice of Burial is to be given to the Clerk, on forms provided for that purpose, at least two clear days before the intended burial, exclusive of Sunday; emergencies excepted.
2. The Certificate of Death of the person to be buried, or the Coroner's Certificate (when an inquest has been held) must be delivered to the Clerk at such burial. The undertaker or other person having charge of any funeral is required to arrange with the officiating Minister, or authorised person, to be present to perform any religious service thereat.
3. All fees and charges are to be paid to the Clerk prior to Interment.

Burial Arrangements

1. No coffin shall be buried within one metre of the ordinary level of the ground.
2. All graves shall extend to a depth of at least two metres from the surface.
3. If, on reopening any grave, the soil shall be found offensive such soil shall not be disturbed and in no case shall human remains be removed from the grave.
4. All graves and cremation plots shall be excavated, opened and refilled by the workmen of the undertaker; all other work must be done by or at the expense of the person requiring the same, in accordance with the directions of the Council.
5. No headstone or cremation slab shall be erected over a grave that has not been purchased.

Purchase of Burial Rights

1. The purchasers of graves or cremation plots shall not dispose of their rights without the consent of the Council and every transfer shall be made by the Council at the expense of the applicant.
2. On the transfer of ownership of a grave or cremation plot (owing to death or otherwise) such transfer must be registered and the deed produced for endorsement before the grave can be reopened or the stone repaired etc. A fee may be charged for registering the transfer and endorsing the Deed.
3. The owner of any purchased ground shall not be permitted to transfer the right of burial in the same way to any person, other than relations by blood or marriage, without the consent of the Council; and any person establishing a claim to a grave space by heirship or otherwise will be furnished, if required, with a certificate of proprietorship on application to the Clerk, and on payment of the fee chargeable for a grant.

Grave and Cremation Plot Requirements

1. All graves are designated lawn. No kerbs, border stones, fencing, shrubs, chippings or any other obstructions are allowed on the surface of the grave except for a small area 500mm x 1000mm immediately in front of the main memorial which may be used for bedding plants or flower containers (glass containers are not permitted). On cremation plots tributes must be contained within the perimeter of the slab.
2. Applications for permission to erect headstones must be made to the Council Clerk. All grave stones, memorials and inscriptions are subject to approval of the Council and a copy of every proposed inscription to be placed in the ground, and a drawing showing the form and dimensions of each proposed headstone, to be erected, must be left at the Clerk's office for approval to such erection and the charges for such erection paid prior to the commencement of any work. The permitted size of headstones will normally not exceed 610mm width by 900mm high (above ground level).
3. Cremation Plots to be 610mm x 457mm. All memorial stones will be flat stones 610mm x 457mm, erected in a horizontal plane with the upper surface flush with the ordinary level of the ground.
4. Each stone must have engraved on it the number of the grave, at the expense of those who erect it.
5. Temporary wooden crosses will be permitted subject to them being removed from the Burial Ground following a period of time which will be at the discretion of the Council.
6. In all cases a minimum period of six months must elapse before the surface of the grave space is finally levelled, turfed or seeded by the owner.
7. The erection of all headstones once commenced must be completed as soon as possible. No hewing or dressing of stones shall be permitted in the Burial Ground and no stone, trolley or vehicle shall be permitted in the Burial Ground longer than reasonably necessary for loading or unloading. All damage done, including damage to turf by any trolley, vehicle or other machinery entering the Burial Ground shall be made good at the cost of the person committing the same.
8. A deposit may be required by the Clerk from all masons and others prior to erection or preparation or admission into the Burial Grounds for any work in which they are engaged, which shall be repaid to them on clearance of all dirt and rubbish, reinstatement of damaged turf or other injury done by them or their workmen, or on their default will be applied towards such purpose, so far as it will extend, they being liable for any deficiency. Boards, cloths, mats etc to be used where necessary as an extra pre caution at the discretion of the Council.

9. All graves must be made under the direction of the Council and all memorial stones being subject to the Council's inspection. Main memorials shall be constructed of marble, granite, slate, Portland stone or similar materials and shall be supplied and erected by a recognised firm of monumental masons who will be responsible for completing the necessary forms, drawings and payment of fees as required by the Council. No ornamentation in cement or other composition, or any erection plastered on the surface with any composition can be permitted without the prior consent of the Council.
10. All memorials are to be kept in repair and proper order and condition by the owners and if not repaired and put in order and condition after due notice may be removed by order of the Council. If no such owner or representative can be found to whom such notice can be given then after advertisement in a local newspaper, the right of such grave shall revert to the Council to be dealt with as they may deem fit.
11. All headstones shall be placed at least 300mm from the boundary of any grave spaces at head and foot and 150mm from such boundary on each side so as to leave a passageway between the graves.
12. All memorial stones placed in the Burial Ground are at the owner's risk and the Council will not be responsible for any damage to such stones caused by storm, wind, subsidence or any other cause.
13. Prior to the second or subsequent interment in a purchased plot the written consent of the owner or representative must be obtained and left at the Clerk's office with the notice of burial.
14. All interments will proceed in order of numbered grave spaces

Tributes

1. All floral tributes left in the Burial Ground are to be of flowers and /or foliage with the exception of poppy and Christmas wreaths placed at the appropriate time of the year.
2. All fresh floral tributes will be removed from the Burial Ground by the Council after a period of 14 days.
3. The Council reserves the right to remove from the Burial Ground any neglected, unsightly, broken, dilapidated, dangerous or unsafe articles or materials from any grave or cremation plot at its discretion and without notice.