



# FARCET PARISH COUNCIL

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## Cemetery Fees and Regulations

Revised and approved 2<sup>nd</sup> May 2023

Effective from 3<sup>rd</sup> May 2023

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# Cemetery Fees

## General Conditions.

All plots are purchased for a period of 25 years. The exclusive right of burial can be renewed after that period at the rate prevailing at the time of renewal.

For the exclusive right for a nominated person and the exclusive right of interment in an earthen grave, being 244cms (8ft) x 122cms (4ft) for a period of 75 years suitable for up to 2 full interments in the same plot (Subject to ground conditions at first dig). If ground conditions do not permit, then a further plot must be purchased, at the current costings.

Cremated Remains plots are 450mm x 450mm (18" x 18")

Any Coffin greater than the maximum size of 1960 x 610 x 350mm (6'5" x 24" x 14") will incur a 25% additional cost for the additional space required.

No Grant of Exclusive Rights shall be re-sold other than to Farcet Parish Council.

Graves of the interred remain the property of the family, who are responsible for the upkeep for a period of 50 (Fifty) years from the date of the last interment.

Those wishing to purchase a grave space at the parishioner rate will require proof of residency within the Parish. All other reservations will be charged at the non-parishioner rate\*.

Any resident entering full time care outside of the Parish of Farcet, will be eligible for Cemetery Fees and Charges at parish rates for up to 15 years from the last date of residence.

Earthen grave and Ashes spaces will only be granted to Parishioners except in special circumstances. Application must be made in writing and each case will be decided by the Parish Council.

**\*Quadruple fees (x4) will be charged for non-parishioners on all items.**

## Purchase of Graves.

With regard to purchase and reservation of graves.

At the present time, the cemetery has numerous empty plots scattered throughout the cemetery.

In order to ensure economic usage and safe access for excavations, of the available spaces within the cemetery, the following conditions will be implemented: -

When a single grave is purchased, a space will be allocated, but no specific plot number. The plot will be allocated at the time of booking the interment.

When multiple graves are purchased, again, spaces will be allocated but no specific plot numbers.

Upon the first interment, a plot will be allocated, ensuring that there are adequate adjacent plots available for the remaining purchases. These plots will then be reserved.

There will be no pre - selection of location for plots.

Should a grave be purchased for a non-resident, who later becomes a resident: -

There will be no re-imbursement of the original fee to reflect the lower price for a resident.

If they are resident at time of death, then the interment fee will be that of a resident.

Should a grave be purchased at the 'Resident' rate, and the owner leaves the Parish: -

There will be no increased fee for the reservation of the plot BUT, the interment fee will be that of a non-resident.

For clarity, the current fees are: -

Purchase of Grave	Pre death or up to 13 days after death.		Purchased after the above time limits.	
	Resident	Non-resident	Resident	Non-resident
Burial Plot (Earthen Grave)	£300	£1200	£450	£1400
Cremated Remains Plot	£200	£800	£300	£1200

#### Interment Fees.

For the interment in a grave:-

In respect of which an exclusive right of burial has been granted of the body of: -

- a) a still born child or of a child whose age at the time of death did not exceed 12 years: £0.00.
- b) a person whose age at the time of death exceeded 12 years: Current fee.

For the interment of cremated remains: -

- a) a still born child or of a child whose age at the time of death did not exceed 12 years: £0.00.
- b) a person whose age at the time of death exceeded 12 years: Current fee.

Interment	Resident	Non-resident
Burial	£300	£1200
Cremated Remains	£150	£600

## Memorials

### Earthen Graves

To place a memorial with vase: £150

Additional inscriptions: £50

### Cremated Remains

To place an 18" x 18" plaque £150

Additional inscriptions: £50

## Other fees and charges

For each and every request for a search to be made of the Burial Registers (other than by an appointed Funeral Director or Monumental Stonemason) a fee of £25:00 is payable in advance. (Section 8 of the Burial Act 1853 applies)

Additional fee - casket/non-standard coffin £150

Statutory declaration / transfer of grave rights £50

Interment cancellation £75

# Cemetery Regulations

## Legislation: Local Authorities Cemeteries Order 1977

### Conduct within cemetery grounds

All persons shall conduct themselves in a decent, quiet and orderly manner and are advised of these provisions in the Local Authorities Cemeteries Order 1977.

No person shall:

Wilfully create any disturbance in a cemetery.

Commit any nuisance in a cemetery.

Wilfully interfere with any burial taking place in a cemetery.

Wilfully interfere with any grave or vault, any tombstone or other memorial or any flowers or plants on any such grave.

Play at any game or sport in a cemetery.

See [Article 18 of the Local Authorities Cemeteries Order 1977](#)

Any person who commits any offence within Cemetery grounds or the crematorium will incur liability, upon conviction, to applicable penalties under relevant burial, criminal, civil and bye-laws. See [Article 19 of the Local Authorities Cemeteries Order 1977](#)

No burial shall take place and no monument or memorial shall be placed in the Cemeteries without the prior consent of the Council. See [Article 10 of the Local Authorities Cemeteries Order 1977](#)

The use of a camera, video or filming of any kind cannot be undertaken in the Council's Cemeteries without the prior consent of the Council OR, where applicable, the holder of the deed of Exclusive Right of Burial.

### Access to the Cemetery

The Cemetery will be open for interments seven days a week.

We permit pedestrian access from dawn until dusk.

Keep dogs on leads and do not allow them to foul the cemetery grounds.

A responsible adult must accompany children under 12 years of age.

Do not ride bicycles, skate boards or similar in the cemetery.

We do not allow vehicles in the Cemetery before dawn, or after dusk, unless authorised by us.

Vehicle speed is 5mph.

We restrict vehicle access, except for attendance at an interment, to disabled or infirm visitors and those authorised by us.

No person not being an officer or servant of the burial authority or another person so authorised by or on behalf of the burial authority shall enter or remain in a cemetery at any hour when it is closed to the public.

## Purchase of Graves

Applications for reserved places must be made to the Parish Clerk. The reservation of a grave space, the exercise of a right of burial or the erection of a memorial does not confer upon the relatives of the deceased, or upon any other person, any right of ownership of the land in which the burial is (or is to be) made. The reservation of a grave, does not reserve a grave number. Reservation of a grave number can be requested from the Clerk and will only be granted in exceptional circumstances.

All graves will be initially excavated to standard depths determined by the Council. The Council cannot be held responsible if, due to factors outside their control, the full number of interments in a grave cannot be achieved.

New graves will be allocated strictly in order within each section of the Cemeteries; however in some circumstances a person may select a grave subject to Council approval.

In the case of a public grave, no individual owns the exclusive right of burial. Therefore, no memorial, vase, cross, tablet, article or thing may be placed on the grave except for cut flowers.

## The exclusive right of burial

No grave in respect of which the Council has granted an exclusive right of burial shall be opened without consent in writing of the grave owner, or an executor if the grave owner is to be buried.

The deed of exclusive right of burial shall be produced to the Council whenever the grave is to be re-opened.

## Interment

Notice of burial must be given to the Parish Clerk as early as possible and, in any event, not less than three working days' notice excluding weekends and Bank Holidays must be given for any proposed burial.

Only qualified undertakers are permitted to carry out excavations for any interments.

The Funeral Director will be responsible for providing the Grave Digger and will be responsible for supplying him with the correct information to enable him to carry out his duties correctly.

Full details must be given at the time of booking and written confirmation must be submitted not later than 10.00 a.m. On the last working day prior to interment. In the case of religious, ethnic and cultural groups, every effort will be made to meet the need for rapid arrangements for interment when requested, subject to available resources and appropriate legislation.

An accurate coffin size must be given at the time of application.

A certificate for disposal issued by the Registrar of Births and Deaths, or a Coroner's Order for Burial must be delivered to the Cemeteries Office not later than 10.00 a.m. On the last working day prior to the funeral.

Any person procuring interment without the production of such certificate or order will be required to make a written declaration on the prescribed form in accordance with Section 1 of the Births and Deaths Registration Act 1926.

In the case of a non-viable foetus, the Medical Practitioner's or Midwife's certificate of delivery will be required.

The person arranging the interment shall be responsible for the attendance of a minister of religion, if desired, to officiate at the burial service and for the payment of any fee to which the minister is entitled.

Any form of religious service may be used but any other ceremony is subject to the approval of the Council. Alternatively, the coffin may be committed without a service.

Within twelve months of interment all graves are to be grassed over by either the person responsible for the interment or the Parish Council who reserve the right to make a charge if they carry out the work. No plants or shrubs may be planted in the grave area.

A private grave space will be 2440mms long x 1220mms wide (8ft x 4ft) and will allow for up to two interments; one at 1830mms (6ft) and one at 1220mms (4ft) respectively. They will be placed at 1220mm (4 ft centres). There will be no deviation from these dimensions.

All graves are to be filled in immediately after the interment and the site left, in a clean and tidy condition with a maximum overfill of 450mm (18") and all surplus soil removed from site.

Eco coffins may only be used for earthen grave interments (please contact the clerk for further details).

We reserve the right to place a soil box or other containment on a grave next to those which are being opened, without any notice. The undertaker will be responsible for the removal of this immediately after the interment and will leave the grave as it was before.

## Cremated Remains

Cremated remains, in an enclosed container, may be buried in the Ashes Area. A plot 450mm x 450mm (18" x 18") may be purchased for this purpose and may be used for up to two interments in one plot. (See below for memorial conditions.)

It is NOT permitted to scatter ashes anywhere within the cemetery confines.

Under certain conditions, cremated remains may be incorporated into an existing earthen grave plot.

There are times when the Council there will be a need to excavate the grave at the side or the foot of your grave for interment to take place. Boards may have to be placed over your grave and it may be difficult to visit the grave for a short period. The public need to be advised of this and assured that after the funeral the grave will be cleared and the area left neat and tidy.

## Exhumation of remains

In the event of the need to exhume a body or cremated remains from a cemetery, an application must first be made in writing to the council.

The applicant must apply to the Ministry of Justice for an exhumation licence

EXHUMATIONS WILL ONLY BE PERMITTED BY SUITABLY QUALIFIED PERSONS.

The applicant will be responsible for organising a Funeral Director and carriage for the remains to be transported to the final resting place.

In the event of the receiving cemetery being under the control of the Council, appropriate fees for the reburial will be applied.

# Memorials

## Memorials in General

A memorial may only be erected in accordance with the current rules and upon payment of the appropriate fee.

The right to erect a memorial rests with the Exclusive Right of Burial deed holder, or their next of kin or executor and will last for the duration of the unexpired portion of the Grant of Exclusive Right of Burial.

Application for the approval to place a new memorial in the Cemeteries, alter or add to any inscription, or replace, add to or remove from the cemetery any memorial, must be submitted to the Council on the appropriate Memorial Application Form. Such notice must be submitted at least SIX weeks in advance of the proposed date of erection.

The application should include:

Grave number, which must be inscribed on any proposed memorial placed in the cemetery.

Name of deceased.

Drawing of proposed memorial and its' specification, including type, colour and finish (i.e. Polished/honed, etc.) Of stone, the material to be used and showing all dimensions.

The text of any proposed inscription.

Name, address and signature of person applying for permission - this should be the deed holder. If the deed holder is deceased, the applicant must state their relationship to the deceased owner. If the owner is still alive, but not making the application, he/she must provide a letter confirming and authorising the application.

Name, address and telephone number of the monumental mason

Memorials should be fixed according to BS 8415, which is supported by the current edition of the National Association of Memorial Masons Code of Working Practice, and erected by a mason with a current National Fixer Licence and Public Liability Insurance. A fixer licence must be from one of these organisations: The British Register of Accredited Memorial Masons (BRAMM) or The Register of Qualified Memorial Fixers (RQMF).

The approval of the Council for any such application will be confirmed. No work should be undertaken until the permit has been issued. Any such permit is issued on the understanding that the work undertaken will fully comply with the details specified within the application form and the requirements of these regulations. Unless a monument is to be removed from the cemetery a permit is not required by the grave deed holder for cleaning, up-righting and re-levelling of a memorial, repair of existing lettering or painting of existing inscriptions. However, out of courtesy, the Cemeteries office should be notified of the proposed actions prior to commencement.

All memorials shall be constructed of naturally quarried materials such as granite, marble, slate or other hard natural stone of durable and sound quality. Artificial stone or soft stone may not be used, even in the plinth that sits on the concrete foundation.

Any unauthorized memorial shall be removed at the expense of the grave owner or their personal representative. The council reserves the right to claim costs for the removal, storage and transportation.

Any memorial erected in the Cemeteries remains the property and responsibility of the grave owner or their personal representative and therefore, remains in the Cemetery at their sole risk. You are advised to take out suitable insurance for your memorial. All memorials must be kept in a good state of repair by the said owner or personal representative.

Memorials are placed at the owner's own risk. The Council is not responsible for loss or damage done to any grave space or memorial or injury to any person within the Cemeteries, except where such damage is directly attributable to the negligence of the Council or their employees.

The Council may (without making compensation to the grave owner) reverse, re-fix, move, line up or otherwise alter the position or any memorial to which the current rules apply. The Council may, at any time without notice, remove or otherwise deal with any dangerous or unsafe memorials or any parts thereof, for which it may make a reasonable charge to the grave owner.

No operative or materials will be admitted to any Cemetery before 8.00am or after 4.00pm, nor will they be permitted to work on Saturdays. Sundays or Bank Holidays without permission of the council.

## Earthen Grave Memorials

Headstone dimensions must not exceed:

3ft wide by 3ft high for single graves  
6ft wide by 3ft high for double graves

Intended inscriptions on headstones are to be approved by the Council before location.

Plans and elevations of headstones are to be approved by the Council before location.

Kerbstones or fencing around graves is not permitted.

## Ashes Area memorials

Only tablets 450mm x450mm (18" x 18") will be allowed in the area allocated for the interment of ashes.

Containers for flowers should be integral to the tablet. It is not permitted to place vases or other objects outside the extent of the tablet.

Provision may be made for one or two flower vases to be incorporated as an integral part of the memorial base.

The section and grave number must be put on any memorial in such a place as to be easily visible following erection, in letters no larger than 20mm.

The name of the mason or his title may be carved on the back or side of the base of any memorial in letters no larger than 20mm.

All memorials must be fixed to the base by a recognized ground anchor system in accordance with BS 8415.

No memorial, article or other thing shall be erected or placed on any grave without the written consent of the Council.

No Kerb stones, edgings or grave surrounds will be allowed.



## General Conditions

Headstones, tablets, vases and artificial flowers should be kept in good repair by owners. All dead flowers and wreaths shall be removed from graves and placed in the bins provided. Christmas wreaths are allowed in the cemetery. Any Christmas wreaths still remaining on graves by the end of January will be removed.

Flowers for burials and memorials should be removed after one month.

The Parish Council reserves the right to remove any objects introduced into the cemetery in contravention of these regulations or for which permission has not been obtained or which cause difficulty for Cemetery maintenance.

Photographs, candles, lights and other appendages must not be placed on graves. **Maintenance and planting**

Grass cutting will be carried out by the Council at a frequency determined by weather conditions and by the Council

Trees and shrubbery are not permitted in any individual grave plot and will be removed without notice to the grave owner. The Council is under no obligation to return said items and may dispose of them as determined.

The Council may make a reasonable charge to the grave owner for the removal of any or the above.

The Council reserves the right to remove any item placed on or near a grave or within a tree without prior notice or right of appeal.

No railings shall be erected around any grave space, whether iron, UPVC or other material.

A temporary simple hardwood marker, not exceeding 1050mm (3'6") in height and 500mm (20") in width may be placed at the head of the grave, in line with neighbouring memorials, with the written consent of the Council, for a maximum period of 12 months.

All memorials of whatever description must be completely worked before being brought into a Cemetery. The only work permitted within the confines of the Cemeteries will be fixing the memorial in place.

All materials and equipment shall be conveyed in the Cemeteries in such a manner as to prevent damage to walkways, paths, existing memorials, turfed areas or plants and all soil and waste shall be removed in a like manner. Mats, boards or canvas should be used and the site should be left tidy, to the satisfaction of the Council.

The removal and re-erection of a memorial to facilitate the re-opening of a private grave, or to level such a grave, shall be at the expense of the grave owner or their personal representative. All memorials must be re-erected to the current edition of the NAMM Code of Working Practice.

Any person, with the permission of the grave deed holder, removing a memorial to permit a further interment shall either remove the same from the Cemetery, after informing the Council, or place it in a position indicated by the Council. The memorial should be replaced as soon as possible after the interment.

The Parish Council which is the Authority for the Cemetery reserves the right to alter or revise these Cemetery Fees and Regulations as they deem appropriate.

# Rules and Regulations for Funeral Directors and Grave Diggers

1. These rules and regulations are to be strictly observed by all Funeral Directors who employ Grave Diggers working in Farcet Cemetery and should be read in conjunction with the general cemetery rules and regulations. Any persons or companies found to be in contravention may be prohibited from working at the cemetery.
2. No grave can be dug in Farcet Cemetery without the Clerk, or a member of the council being present to ensure that the grave is in the correct location.
3. Funeral Directors are to provide their own grave diggers subject to approval by the Council and it is their responsibility to ensure that the grave diggers employed, or contracted, by them are familiar with the cemetery and abide by these Rules and Regulations. Funeral Directors must advise the council of the details of all Grave Diggers prior to the commencement of any work.
4. Under HASAW act 1974, Funeral Directors are responsible for ensuring that Grave Diggers work in a responsible and safe manner and observe all Health and Safety legislation and codes of practice in force at the time of the excavation. No full grave or cremation plot should be dug more than 48 hours before the interment, except by prior arrangement. All excavations must be shored up and if left unattended for any period of time boarded and appropriately guarded. Secure covers must be used if an excavation is left overnight.
5. Adequate arrangements must be in place to ensure the safety of the public attending the burial.
6. Grave Diggers or their employers must supply a copy of their Public Liability Insurance and Health and Safety Policy (risk assessment and method statement) to Farcet Parish Council prior to working at Farcet Cemetery.
7. Grave Diggers must follow the ICCM Code of Safe Working Practice for Cemeteries and must ensure the safety of all staff, contractors and visitors to Farcet Cemetery as a result of their work.
8. Farcet Parish Council may undertake spot checks at any time.
9. The grave space set aside for each burial shall not exceed 2.44m x 0.91m (8 feet long by 3 feet wide). The maximum excavation sizes are 2.14m x 1.2m (7ft long by 3 feet wide). No part of the coffin shall be at a depth less than 1.0m (3 feet) below the level of the surface of the ground adjoining the grave.
10. Burial, in a grave in which an interment has already taken place, shall ensure the new coffin is effectively separated from any other coffin previously placed and remaining in the ground by means of a layer of earth not less than 150mm (6 inches) in depth.
11. All cremation plots will measure 18" x 18" for a single casket and the top of the casket should be a minimum of 2'6" below ground level.
12. No person shall disturb any interred human remains or remove any soil which is found to be offensive.
13. 12. Adequate arrangements must be put into place to ensure the safety of all persons during the burial service. This must be covered in the risk assessment.
14. Any damage caused by grave-digging machinery must be reported to the council immediately and remedied by the Grave Digger within 14 days.
15. The maximum height that a grave may be backfilled, is 450mm above surrounding ground level. All surplus spoil and materials are to be removed from the cemetery after this.
16. The interment area and surrounding graves and headstones are to be left clean and tidy. All equipment to be removed and the paths cleared of any debris.
17. The Funeral Director is responsible for the grave until it has settled; (maximum 6 months from date of burial), should subsidence occur the Funeral Director will be notified. If remedial work has not been completed by the Funeral Director within fourteen days, Farcet Parish Council will engage its own contractor to remedy the defect and will seek to recover the cost from the Funeral Director responsible.
18. It is the responsibility of the Funeral Director to arrange for the excavation of the grave and removal of any existing memorials or kerbstones and the replacement of same after burial.
19. Funeral Directors must sign the agreement below prior to Grave Diggers being allowed to work in Farcet Cemetery.

20. Grave Diggers should report any unusual circumstances relating to digging and backfilling of the grave to the Funeral Directors and/or Farcet Parish Council.
21. The Council will not be responsible for any accident occasioned to headstones and vases by storm, wind, lightning or any other cause except by their own negligence.

These rules and regulations will be reviewed annually.

# FARCET PARISH COUNCIL

## Cemetery Fees and Regulations

Revised and approved 2<sup>nd</sup> May 2023

Effective from 3<sup>rd</sup> May 2023

### DECLARATION

I (name).....

on behalf of (Name of Funeral Director/Undertaker)

.....

acknowledge receipt of the Farcet Parish Council Cemetery Fees and Regulations, including the Funeral Directors and Grave Diggers Rules and Regulations at Farcet Cemetery and undertake to comply with them.

I shall make the Rules and Regulations known to all concerned and accept that it is my responsibility to ensure they in turn comply with them.

I understand that Farcet Parish Council shall inform me if any infringement of the Rules occur.

Signed..... Date.....

Please return the completed declaration to: -

Mrs E Tajer  
Clerk to Farcet Parish Council  
9 Laurel Drive  
Thorney  
Peterborough  
PE6 0QT

Email [Clerk@farcetpc.org.uk](mailto:Clerk@farcetpc.org.uk)