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Desford Library, Main Street, Desford, Leicester LE9 9JP
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DES福德 CEMETERY REGULATIONS

As adopted by Council on 18 March 2020

1. INTRODUCTION

The cemetery is a place of peace and quiet reflection. However, it is also a workplace. Visitors to the cemetery are welcome, but please respect the special nature of the site, the needs of other users and safety factors. No games, sports, riding of bicycles, skateboards, roller blades or similar are allowed in the cemetery grounds. No consumption of alcohol or drugs may take place within the cemetery grounds, and anybody under the effects of such substances will not be admitted.

Any person creating a nuisance or disturbance, such as interfering with a funeral, grave, headstone, flowers, trees etc. will be required to leave the cemetery ground immediately and may be the subject of subsequent legal action.

Children are welcome in the cemetery but would be ideally supervised by a responsible adult.

2. RIGHT OF INTERMENT

The right of interment in Desford Cemetery is exclusive to parishioners of the Parish, or to anyone having some claim on the Parish, upon payment of the appropriate fee as set out in the scale of fees. At the Discretion of the Clerk and/or Burial Officer, non-parishioners may be interred in the Cemetery subject to payment of the appropriate fee for non-residents as decided by the Parish Council.

3. NOTICE OF INTERMENT

Notice of Interment* is to be given to the Clerk and/or Burial Officer at least 48 hours (exclusive of Saturdays and Sundays) previous to any interment, except in special cases. In the case of the Clerk and/or Burial Officer being absent, the named secondary burial officer should be contacted (see Section 12 for contact details).

* A copy of the 'Notice of Interment Form' to be used is attached at Appendix B.

No interment can take place before 9am or after sunset without special permission

All fees in connection with the interment must be paid to the Clerk and/or Burial Officer at the time the Notice of Interment is given, except in special circumstances.

4. CERTIFICATES

A disposal certificate from the Registrar of Deaths, or where appropriate from the Coroner, must be provided to the Clerk and/or Burial Officer with the notice of interment or within 48 hours of interment taking place.

5. PLACE OF INTERMENT

All new grave spaces will be allocated by the Clerk and/or Burial Officer, but the wishes of applicants about the location of new graves will be taken into account.

The digging of the grave is to be arranged by the Funeral Director and carried out to the satisfaction of the Clerk and/or Burial Officer. Every person engaged in work upon any grave or memorial in the Cemetery shall, immediately on completion thereof, clear up and remove from the Cemetery any surplus materials remaining after completion. In the case of the digging of the grave, a short time will be permitted to allow settling of the earth, but all excess earth must be removed. If any person, after receiving notice from the Clerk and/or Burial Officer to remove excess material fails to do so within the specified time, the material in question will be removed by the Parish Council and the person so neglecting or failing to comply shall, on demand, pay to the Parish Council the cost incurred in the removal.

Whenever an interment takes place, the surface of the grave will be covered with turf by the Funeral Director as soon as is reasonably possible after natural subsidence of the earth has taken place. No mounds will be allowed on any grave.

All caskets must comply with current regulations. ???

Desford Parish Council provides two different types of plots –

- a. Burial plots which are the main area of the cemetery and are available for both burial and interment of cremated remains.
- b. Cremated remains plots – which are only available for the interment of cremated remains.

6. BURIAL PLOTS - GRAVESTONES, MONUMENTS & INSCRIPTIONS

The installation of wooden crosses is only allowed as a temporary measure, prior to the installation of a permanent memorial. This is normally after around 12 months, with a minimum of 9 months, to allow the grave to settle.

The consent of Desford Parish Council, through the Clerk and/or Burial Officer, shall be obtained before any memorial is erected or any inscription placed on a proposed or existing memorial. All memorials erected in the cemetery must be made from natural quarried stone, in keeping with the surroundings and the design approved by the Clerk and/or Burial Officer prior to erection.

A drawing showing the form and dimensions of the monument and a copy of any intended inscription shall be submitted to the Clerk and/or Burial Officer for consideration and written approval obtained.

The Parish Council shall not be responsible for the cost of removal or replacement of any unauthorised memorial. Any memorial erected in the Cemetery must be erected following the most recent NAMM guidelines.

The Fees for placing gravestones, monuments and inscriptions are contained in Appendix A attached.

7. BURIAL PLOTS - ADDITIONAL REQUIREMENTS

- a. Graves for the interment of bodies must have a minimum depth of 180cm (6ft) and not more than two such interments may be made in any plot 240cm x 120cm (8ft x 4ft) or four in any

plot 240cm x 240cm (8ft x 8ft).

- b. Graves for the interment of cremated remains must have a minimum depth of 50cm (1ft 8") and not more than six such interments may be made in any plot 240cm x 120cm (8ft x 4ft) or twelve in any plot 240cm x 240cm (8ft x 8ft).

8. CREMATED REMAINS - GRAVESTONES, MONUMENTS & INSCRIPTIONS

The consent of Desford Parish Council, through the Clerk and/or Burial Officer, shall be obtained before any memorial is erected or any inscription placed on a proposed or existing memorial.

A drawing showing the form and dimensions of the monument and a copy of any intended inscription shall be submitted to the Clerk and/or Burial Officer for consideration and written approval obtained.

The Fees for placing gravestones, monuments and inscriptions are contained in Appendix A attached.

The Parish Council shall not be responsible for the cost of removal or replacement of any unauthorised memorial. Any memorial erected in the Cemetery must be erected following the most recent NAMM guidelines with the tablet placed in the centre of the plot.

No planting of flowers, trees, shrubs or bushes of any kind are permitted in the cremated remains area of the Cemetery. Please see Garden of Remembrance below.

9. CREMATED REMAINS - ADDITIONAL REQUIREMENTS

- a. Graves for the interment of cremated remains only, must have a minimum depth of 50cm (1ft 8") above the casket.
- b. Not more than two interments of cremated remains may be made in any plot 90cm x 90cm (3ft x 3ft). Interment of cremated remains may be either side by side or the caskets placed on top of each other provided the first casket is buried to sufficient depth
- c. Cremated remains caskets are restricted in size to 30cm x 23cm x 18cm(depth) (12in x 9in x 7in).

10. GARDEN OF REMEMBRANCE

Planting in the Garden of Remembrance is restricted to relatives of those interred in the area designated for Cremated Remains.

Should any relative of a deceased person who is interred in the area designated for Cremated Remains wish to plant a small bush or shrub in the Garden of Remembrance, prior written application must be made to the Clerk and/or Burial Officer, and written permission obtained.

Maintenance of the Garden of Remembrance is the responsibility of Desford Parish Council who retains the right to remove any dead or diseased plant.

There is no charge for the scattering of cremated remains within the Garden of Remembrance. However, prior written application must be made to the Clerk and/or Burial Officer and written permission obtained. Scattered cremated remains must be in a raked area and immediately after scattering no remains should be visible on the ground surface.

11. MAINTENANCE, SURROUNDS AND TRIBUTES

Every grave and memorial must be kept in good order and repair by the owner.

Graves maintained by the owners must be without mounds or obstructions to the maintenance of the cemetery. All non-permanent items, other than flowers, may remain for three months after the date of interment but must then be removed.

Care of wreaths and flowers is the responsibility of relatives, but any dead or unsightly artificial flowers or unsuitable containers, may be removed by the Clerk and/or Burial Officer or delegated person.

Full length planting of a grave is not permitted, nor is the planting of trees and shrubs within the cemetery except in designated areas and with prior permission of the Clerk and/or Burial Officer. Burial areas, maintained and managed by the Council, are laid out as lawned sections for ease of maintenance. Consequently fences, kerbs and grave surrounds, planting into the plot, and laying stones/gravel/shale into the plot are not permitted. Any such installation may be removed by the Council without prior notice, as may any material not described in these regulations, as detracting from the general appearance of the cemetery. Any items placed on the grave plot must be confined in the first 2 feet from the headstone to enable adequate maintenance of the grassed area of the plot.

All new graves will be seeded at the Council's expense after settlement of the grave surface as and when weather conditions are conducive to seeding. In some cases, this may be several months after the interment.

All funeral wreaths and flowers will be left on a new grave for a period of not less than four weeks. After the four-week period has elapsed, the wreaths and flowers will be removed if this has not already been done by the family of the deceased. Wreaths placed at Christmas will be removed by the 15th of February. Other wreaths will be removed after one month.

All memorials are erected at the sole responsibility of the owner and the Council shall not be held responsible for any damage caused to or caused by the memorial, howsoever incurred. The memorial remains the responsibility of the grave owner during the lease period of the grave. The Council reserves the right to repair or make safe any memorial which becomes unsafe or falls into disrepair, and to recover any expenses from the registered owner. The Council will undertake routine safety checks on all memorials and will notify the grave owner at the last registered address of any necessary works to make the memorial safe. The grave owner will be given a period of 3 months from the date of the notification letter to carry out the necessary repairs. The Council reserves the right to temporarily make safe any memorials that pose safety concerns until such works are completed. If the grave owner does not arrange for the repairs to be made, the Council may repair or remove the memorial at the owner's expense.

The Council is bound by the conditions of the Local Authorities Cemeteries Order 1977. It has a legal duty under the Health and Safety at Work Act 1974, Management of Health and Safety at Works Regulations 1999 and Occupiers Liability Act 1957 to ensure that its burial grounds are safe places for maintenance operatives and visitors.

12. CONTACT DETAILS

CLERK OF THE COUNCIL: Mr Martin Broomhead

Desford Parish Council Offices

c/o Desford Library

Main Street

Desford, LE9 9JP

01455 822993 (Parish Council number 9.30am – 12.30pm Tues, Thurs, voicemail out of hours)

clerk@desfordparishcouncil.co.uk

BURIAL OFFICER:

Mr Colin Crane

33 Parkstone Road

Desford, LE9 9HY

07747 107237, colin crane33@gmail.com

2nd BURIAL OFFICER

Zena Rood

07845 359043 zena.rood@gmail.com

This document was approved by Council on 18 March 2020.

APPENDIX A - CEMETERY FEES

Burial & Cremation Casket Plots

The fees shown below apply to the purchase of exclusive right of burial in perpetuity (99 years) in the area of the cemetery provided for burial of remains for Desford Parish residents ONLY:

Purchase of burial plot including the Deed of Grant

240cm x 120cm (8ft x 4ft) Single Depth	£150.00
240cm x 120cm (8ft x 4ft) Double Depth	£200.00
240cm x 240cm (8ft x 8ft) Double WIDTH	£300.00
240cm x 240cm (8ft x 8ft) Double WIDTH and DEPTH	£400.00

Non Resident Fees*

240cm x 120cm (8ft x 4ft) Single Depth	£2,000.00
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Purchase of Cremation Casket Plot including the Deed of Grant

90cm x 90cm (3ft x 3ft)	£95.00
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Non Resident Fees*

90cm x 90cm (3ft x 3ft)	£1,000.00
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INTERMENT FEES

Burial Plots

For the interment in a grave in respect of which an exclusive right of burial has been granted the following fees apply

A	Of the body or cremated remains, of a stillborn child or of a child whose age at the time of death did not exceed one month.	£0.00
B	Of the body or cremated remains of a child whose age at the time of death exceeded one month but did not exceed eighteen years	£0.00
C	Of the body or cremated remains of a person whose age at the time of death exceeded eighteen years	£200.00

Cremated Remains

For the interment of ashes in a cremated remains site in respect of which an exclusive right of burial has been granted.

A	Of the cremated remains, of a stillborn child or of a child whose age at the time of death did not exceed one month.	£0.00
B	Of the cremated remains of a child whose age at the time of death exceeded one month but did not exceed eighteen years	£0.00
C	Of the cremated remains of a person whose age at the time of death exceeded eighteen years	£95.00

***Non resident Fees –**

The exception to this is for residents who had lived within the area for at least 25 years, but who have lived outside the area for a maximum of 5 years prior to their death for health care or welfare reasons.

Headstone and Memorial Fees

A flatstone not exceeding 107cm x 107cm (3ft 6in x 3ft 6in)	£75.00
A headstone not exceeding 90cm high x 80cm wide (3ft x 2ft 6")	£150.00
A vase (Inscribed with the Deceased's name) not exceeding 45cm (18") in height	£50.00

If the plot in question is a double width plot regardless of single or double depth, the monument can be placed at the centre of the double plot and twice the width is permitted but no increase in height.

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|--|---------|
| a. 90cm high x 160cm wide (3ft x 5ft 2") | £200.00 |
| b. A flat tablet 45cm x 45cm (18in x 18in) maximum depth of 15cm (6in) | £75.00 |

APPENDIX B – NOTICE OF INTERMENT FORM

THIS NOTICE TO BE RECEIVED BY THE CLERK AT LEAST TWO WORKING DAYS BEFORE ANY INTERMENT

ADDRESS: Desford Parish Council Offices, c/o Desford Library,
Main Street, Desford, LE9 9JP

No. in BURIAL REGISTER

TELEPHONE : 01455 822993

**ORDER FOR AN INTERMENT
IN DESFORD CEMETERY**

FULL NAME OF DECEASED

**FUNERAL DETAILS – DAY &
DATE OF BURIAL**

DAY:

PERMANENT ADDRESS OF DECEASED

DATE:

TIME:

OFFICIATING MINISTER:

DATE OF

AGE

DETAILS OF GRAVE

DEATH _____

NEW/RE-OPEN/CASKET
INTERMENT/ASHES SCATTER

PLACE OF DEATH

No. _____

COFFIN SIZE _____

OCCUPATION	DEPTH _____ IF A REOPENED GRAVE THE NAME AND ANY DETAILS OF PERSONS BURIED IN THIS GRAVE											
FUNERAL DIRECTOR NAME ADDRESS	STONEMASION CONTACTED YES/NO TYPE OF MEMORIAL ON GRAVE											
SIGNATURE												
DATE	DETAILS OF ANY SPECIAL ARRANGEMENTS											
FEE PAID £	(e.g. UNUSUAL COFFIN SHAPE)											
*** PART A, B, OR C OVERLEAF TO BE COMPLETED AS APPROPRIATE												
# DELETE AS APPLICABLE												
<i>OFFICIAL USE</i> FEE INTERMENT ASHES PURCHASE GRAVE	Receipt No. <div style="border: 1px solid black; width: 60px; height: 30px; margin: 0 auto;"></div>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;">PLAN MARKED</td> <td style="width: 50px;"></td> </tr> <tr> <td style="padding: 2px;">INDEX</td> <td></td> </tr> <tr> <td style="padding: 2px;">REG. BURIAL</td> <td></td> </tr> <tr> <td style="padding: 2px;">PURCHASE GRAVE</td> <td></td> </tr> <tr> <td style="padding: 2px;">SECTION</td> <td></td> </tr> </table>	PLAN MARKED		INDEX		REG. BURIAL		PURCHASE GRAVE		SECTION	
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A. TO BE COMPLETED WHEN A NEW GRAVE/CREMATION PLOT IS BEING PURCHASED

I apply for the rights of exclusive burial and hereby consent to the opening of the grave for the purposes of the interment specified overleaf.

Signature of purchaser
(or representative of person named below)

Full name and address Mr/Mrs/Ms/Miss
(in block capitals)
.....

NOTE: All purchasers of graves are reminded that the erection of any permanent monument will require the consent of the burial authority and the payment of the appropriate fee. The authority reserves the right to remove any unauthorised form of memorial.

B. TO BE COMPLETED WHEN THE PERSON MAKING APPLICATION FOR THE INTERMENT IS THE PERSON NAMED IN THE GRAVE GRANT AND THE GRANT IS ATTACHED.

I confirm that I am the person named in the attached Grave Grant and I hereby consent to the opening of the grave for the purpose of the interment specified overleaf.

Signature of registered owner

Full name and address Mr/Mrs/Ms/Miss
(in block capitals)
.....

C. TO BE COMPLETED IN ALL OTHER CASES

In CONSIDERATION of Desford Parish Council (hereinafter called 'The Council') not insisting upon the production of the Grave Grant in respect of the grave referred to overleaf and in consideration of the Council permitting me to bury/scatter the remains of the deceased named overleaf in the said grave

I (full name in block capitals)

of (full address in block capitals)

.....
(continued overleaf)

HEREBY UNDERTAKE to indemnify the Council from and against all actions, proceedings, loss, charges, damages, expenses, claims and demands which may be brought or made against the Council in consequence of the Council's consent to open the before mentioned grave and permitting the burial therein of the body of the said

.....

Dated this day of 20

Usual signature of applicant

Signature Of Witness

Name Of Witness (In Capitals)

Address Of Witness

NOTE: If you sign this indemnity form the Council will permit the grave to be opened for burial purposes without the production of the original Grave Grant, but you should note that in signing this indemnity you are giving an undertaking to bear the costs of the burial and the cost of any claim which might be brought by the owner or the heirs to the owner of the grave as a result of your claiming the right to bury the remains of the deceased person mentioned above in the grave.