



## BURIAL REGULATIONS

### WEST WYCOMBE PARISH BURIAL GROUND

1<sup>ST</sup> JANUARY 2016

Interments in this burial ground are only allowed for **residents of the Civil Parish of West Wycombe, since its inception in 1987 and whose name is on the Civil Electoral Roll**, this is a condition of the lease of the land.

“The Churchyard has always been regarded from the earliest times as God’s Acre. Everything in a churchyard, from the memorials to trees and shrubs, should be a matter for care and consideration. Parishioners who take a real interest in their churchyard and its surroundings will naturally wish their churchyard to be a place of beauty”.

In these regulations the following expressions shall have the meaning hereby assigned to them:

The Council means West Wycombe Parish Council.

The Clerk means the Clerk of West Wycombe Parish Council.

Purchased grave means any grave/cremated remains plot in respect of which a Grant of Exclusive Right of Burial for 99 years has been issued by the Council.

#### INTERMENT

1. Burials may take place between the hours of 9am – 3.30pm, Monday – Friday.
2. Graves will need to be consecrated at the time of burial.
3. Interments, including cremated remains/ stillbirths may take place with or without the services of a minister of religion.
4. Before burial can take place the applicant shall give notice to the clerk in the prescribed form accompanied by the certificate for disposal issued by a Registrar of Births and Deaths, or an order for burial issued by a Coroner or Crematorium Certificate in the case of cremated remains.
5. A grave may be reopened only for the purpose of burial or by order of a court of competent jurisdiction.

6. Graves for one interment shall be dug 4'6" deep. Graves for two interments shall be 6'0" deep, and graves for three interments shall be 8'0" deep. In all cases a minimum of 6" of earth shall be left between each coffin.  
  
All grave plots are 10' x 5' centred. Plots for cremated remains are 2' x 2' centred. All paths between rows are 2'. All rows are lettered and plots are numbered.
7. Cremated remains may not be disposed of on the surface of any grave, or elsewhere in the burial ground.
8. The applicant or his approved agent shall be responsible for the excavation or re-opening of any grave and for removing surplus soil.
9. For successive interments within the same grave, headstones shall be removed by and at the expenses of the person requiring such removals and replaced by that person at his or her expense as soon as is practicable after the interment. In the event that headstones are not replaced within 12 calendar months of the interment, the council shall have the power to arrange for this to be done at the expense of the person requiring the removal, or of his or her legal representative or attorney or estate executive in the event of a deceasement.
10. Any damage to any boundary, headstone or any other structure, or any other damage whatsoever caused during the construction of any grave or during the erection, removal or replacement of any structure shall be repaired by, and at the expense of, either the person causing the damage, or his or her agent or formally appointed representative.
11. Coffins of traditional wood, willow, wicker, sea grass and other eco friendly materials only may be used in earthen graves and all bodies must be totally enclosed in coffins at the time of the burial.
12. No memorial, vase or tablet shall be placed in the cemetery unless prior permission has been given by the Council, following the application in the manner approved by the Council.
13. All fees and payments must be made before any interment or the installation of any memorial, vase or tablet.
14. All memorials, tablets and vases must be within the stated minimum and maximum sizes, and be installed to the Council's satisfaction in the prescribed position.
15. The memorial mason is to be responsible for the level, firmness and satisfactory workmanship of the memorial for the period of 12 months from the installation.

16. As soon as appropriate after burial the Council's grounds man will level all burial mounds and seed or re-turf the area.
17. No loose flowers, vases etc. may be placed on the grassed burial plot other than immediately following interment. Until a headstone is erected a vase of flowers is allowed. Once a headstone has been erected flowers can only be placed directly in front of the headstone, preferably in a vase within the base of the headstone . Only bulbs may be planted in the grassed burial plot, no flowers, trees or shrubs of any sort may be planted.
18. At any time after the burial, headstones with bases (with or without flower vases) may be erected provided that they comply with these regulations and are sited according to instructions given by the Parish Council.
19. All grave space headstones shall be of natural quarried stone with non-reflecting finish. Black, blue, green or red igneous rock (e.g. red granite and marble), synthetic stone or plastic **are not permitted**. A memorial shall consist of a headstone to the following measurements:
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|---|----------------|
| <b>maximum height of 3'0" from ground level</b> | <b>(900mm)</b> |
| <b>minimum height of 1'6" from ground level</b> | <b>(450mm)</b> |
| <b>width not exceeding 2'0"</b>                 | <b>(600mm)</b> |
| <b>maximum thickness of 6"</b>                  | <b>(150mm)</b> |
| <b>and a minimum thickness of 3"</b>            | <b>( 75mm)</b> |
- If a plinth is used the maximum size should be 75x600x300mm**
- Headstones are to be securely fixed to their respective bases. Vases may be incorporated within the limits above but must be either part of, or securely fixed to the headstone. Where no headstone is erected, permission should be sought from the Parish Council for the installation of a stone flower vase. No loose flowers, artificial flowers, flower vases of glass, plastic, nor any jar or other objects shall be placed on or near any grave or memorial.
20. The memorial for cremated remains should be of natural quarried stone, with non reflecting finish. Black, blue, green or red igneous rock (e.g. red granite and marble), synthetic stone or plastic are **not permitted**. A memorial shall be a wedge shaped stone, 18" x 18" (450mm x 450mm). If flowers are to be placed on the ashes plot, then a vase **must** be incorporated into the memorial. The memorial must be securely fixed to a concrete bases measuring 24" x 24" (600mm x 600mm). No loose flowers, artificial flowers, flower vases of glass, plastic, nor any jar or other objects shall be placed on or near any grave or memorial.

21. Inscriptions must be simple and reverent and approved by the Parish Council. They should be incised or in relief and may be painted. Additional inscriptions also require written approval. If a ceramic photo plaque is requested, this should not exceed 9cm x 12cm and the frame should not be ornate – a plain simple frame in either silver or bronze finish to harmonise with the lettering. Candle lanterns will not be allowed.
22. Grave spaces and plots for cremated remains/ stillbirths cannot have kerbs installed.
23. No artificial wreath, artificial flower, flower vase of glass, plastic, nor any jar or other objects shall be placed on or near any grave or memorial without the permission of the Council which will not be given for anything which, in its opinion, is likely to disfigure or detract from the appearance of the burial ground. Any such item left without such permission may be removed and disposed of by the Council who may recover the costs incurred in so doing from the person to whose order any headstone or memorial or other item was placed, or his personal representative as a simple contract debt in any court of competent jurisdiction.
24. All dead flowers, wreaths, weeds, rubbish or other unsightly items shall be removed as soon as possible from graves and placed in the waste bins provided.
25. In no circumstances will the Council be liable for any damage /loss/ desecration to any memorial or grave space or plot however caused, including vandalism, unless such damage etc. was caused by a person in the direct employment of the Council and in connection with his/her duties.
27. Memorials may only be erected on a grave or cremated remains plot. If a memorial is requested under any other circumstances this can only be in the form of a plaque, supplied by the Parish Council, under an existing tree in the burial ground, at a cost as set out in the fees.
28. Dogs are not allowed to freely roam in the burial ground. They may be walked through on the path, on a lead, to access the field beyond where they can be exercised providing no livestock are present.

#### **FEES**

A plot for a grave	£300
A plot for cremated remains	£175
All over sized coffins will be charged at <b>double</b> the relevant rate.	
Re-opening a grave	£190
Re-opening a cremated remains plot	£135
Erection of a memorial for a grave or cremated remains	£90
Memorial plaque (supplied by Parish Council) under an existing tree	£90