



**HEATHFIELD AND WALDRON PARISH COUNCIL**

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**BURIAL AUTHORITY FOR THE PARISH OF HEATHFIELD AND WALDRON UNDER THE  
BURIAL ACTS**

**ST BARTHOLOMEWS BURIAL GROUND - RULES and REGULATIONS  
NEWNHAM GARDENS BURIAL SECTION**

**NEWNHAM GARDENS – RULES AND  
REGULATIONS**

**MANAGEMENT OF THE BURIAL GROUNDS**

An inspection of headstones is carried out every three months by the Parish Council and any headstone deemed to be extremely unstable will be laid flat to prevent the possibility of accidents. The Parish Council reserves the right to remove any memorial which has become or is likely to become dangerous.

Owners of the graves will be notified of any headstones that require work to them.

Dogs must be kept on a lead and on the paths at all times. Owners are required to clear up any dog fouling. There is no dog bin facility in the Burial Ground so please could this be taken home and disposed of.

**BURIAL FEES**

Burial fees are reviewed annually and any increases will be introduced on the 1<sup>st</sup> January.

**GRAVEDIGGER FEES**

The burial fees do not include the fees charged by the gravedigger.

**PARISHIONER AND NON PARISHIONER RATES**

Parishioner rates will apply to people who have resided in the Parish within two years of the date of burial.

**EXCLUSIVE RIGHTS OF BURIAL**

An Exclusive Right of Burial (EROB) is required before any interment is made or any memorial is erected.

Any change of address of the EORB owner must be conveyed to the Parish Council in order that up to date records are maintained and so that the grave owners can be contacted as and when required. No responsibility can be accepted for information which does not reach a grave owner if the Parish Council has not been informed about a change of address.

Any transfer of ownership of the EROB will be subject to the production of satisfactory evidence of title and the approval of the Council. Such transfer must be registered in the records of the Council and may be subject to a transfer fee.

- a. A grave will be regarded as a common grave unless an Exclusive Right of Burial fee is paid.
- b. All common graves are double depth and memorials may not be erected thereon.
- c. An Exclusive Right of Burial is granted for a period not exceeding 75 years. No interment shall take place and no memorial shall be placed in the Burial Grounds and no additional inscription be made on memorials without the prior consent of the Council and the signed agreement of all the owners of the EROB and all relevant fees being paid to the Parish Council.
- d. The Exclusive Right of Burial may be extended by the Burial Authority at its discretion.
- e. All graves must be dug to a minimum depth of 5ft 6ins.
- f. The levelling of graves – no work should be done to this for six months following interment and it is then the responsibility of the EROB owner to carry out this work.

## **INTERMENTS**

All relevant fees must be paid 7 days prior to interment. Interments are in grave spaces not exceeding 8' x 4'.

## **MEMORIALS**

All memorial installations must be constructed and installed with the current National Association of Memorial Masons (NAMM) or British Register of Accredited Memorial Masons (BRAMM) recommendations. NAMM and BRAMM registered memorial masons have adopted The British Standard 8415 (BS8415) which sets out the minimum lengths of anchoring which are needed to ensure memorial safety so that there is no danger of the memorials toppling over. Memorials should be erected and fixed within these guidelines laid down by the Burial Authority **AND IT RESERVES THE RIGHT** to recall stonemasons should there be any problems with memorials, any resultant costs being recharged to the owner. **It should also be noted that the Parish Council are not responsible for any damage to headstones.**

Memorials may be erected where an **Exclusive Right of Burial** has been granted. Prior to installing a headstone all relevant fees and written approval from the Parish Council needs to be obtained. When the installation of the headstone has been completed the Stonemasons are asked to sign and return the notification of memorial erection form.

It is the responsibility of the plot owner to ensure that any memorial is safe and secure and where necessary should undertake any repairs using **NAMM** or **BRAMM** registered stonemasons. Plot owners should contact the Parish Council to inform them that work is going to be carried out and to notify them of any removal of headstone from the Burial Ground. If the Parish Council write to the plot owner requesting that work be undertaken as the memorial is unsafe, the plot owner should arrange for work to be done at their own cost

and as soon as possible.

Memorials may be erected where an **Exclusive Right of Burial** has been granted.

The types of memorial permitted are:-

A HEADSTONE, TABLET OR BOOK in natural unpolished stone (**no marble or granite allowed**) having a base not exceeding 30" wide x 12" deep and not exceeding 36" in height with inscription thereon. A vase may be included as an integral part of a memorial.

AND/OR

A VASE or plant container in natural stone or terracotta, which must be frost-proof, having a base not exceeding 12" x 12" and not exceeding 12" in height with inscription thereon.

A VASE is obtainable from the Parish Council and a charge will be made for this.

Other types of memorials are only permitted at the discretion of the Burial Authority

Additional inscriptions are permitted for an additional fee

Any inscription referring to a person buried elsewhere should state the place of burial of that person.

No memorials may be erected within **6 months** of interment - including a subsequent interment. The Burial Authority reserves the right to alter this period should the need arise. The time and date for fitting of memorials must be arranged with the Burial Authority in order that the position for fitting may be marked.

### **PLEASE NOTE**

**ONLY VASES INCORPORATED WITHIN MEMORIALS OR MEMORIAL VASES (OBTAINABLE FROM THE PARISH COUNCIL- for which the appropriate fee has been paid) WILL BE PERMITTED IN THE BURIAL GROUND** – Any other flower containers must be completely sunk in the ground close to the headstone.

### **GENERAL NOTES**

- 1. PHOTOGRAPHS, PORCELAIN PORTRAITS, KERBSTONES, GRAVEL, FENCING, BALLONS, PLASTIC WINDMILLS, CHINA, GLASS, TOYS, LIGHTS AND CANDLES** – are **not** permitted by the Burial Authority in any part of the Burial Ground.
- 2. FLOWERS** – are welcome but must be placed in vases or plant containers set out in the Rules relating to Memorials. **ALL OTHER CONTAINERS WILL BE REMOVED.** BULBS may be planted in the soil within the confines of a grave. **CHRISTMAS WREATHS** are allowed but will be removed by the Burial Authority by the first week of February. **ARTIFICIAL FLOWERS, SHRUBS AND BUSHES ARE NOT ALLOWED** and the Burial Authority reserves the right to remove these.
- 3. DEAD FLOWERS** - These should be placed in the refuse container situated by the kissing-gate into Darch's Wood. The Burial Authority reserves the right to remove any dead flowers it considers necessary to keep the Burial Ground in a tidy state.
- 4. WOODEN CROSSES / GRAVE MARKERS** other than those erected by the Burial

Authority are only permitted in the burial ground for a period of 12 months after the interment and will be removed after this time.

5. **MAINTENANCE OF GRAVES** – It is the responsibility of the plot owner to maintain their plot. Any grave which is not maintained for a period of six months will be grassed over and all debris removed. Weedkiller should not be used as this can damage the memorials and make them unstable.
6. **GRAVES** may be affected by burial in adjoining plots. On occasions a family grave may be covered by a board in order that soil from a newly excavated grave can be collected. This will be removed as soon as the burial has taken place. Any flowers on the grave will be carefully placed to one side and replaced after the service.  
  
When the grave is re-opened for the purpose of making another burial therein – no person shall disturb any human remains therein or remove from there any soil which is offensive.
7. **NO LIABILITY** The Parish Council **will not** be liable for objects that have been placed on graves that are then lost, misplaced or broken objects that have been placed on graves for damage by the elements, thieves, vandals beyond their control.
8. **CULTIVATION** - The area of cultivation must not exceed 6' 0" x 2' 6".

**FAILURE TO COMPLY WITH THESE REGULATIONS MAY MEAN ACTION BEING TAKEN TO REMOVE ANYTHING CONSIDERED INAPPROPRIATE.**

Newnham Gardens  
Updated November 2020