

Pennard Community Council (PCC) Burial Ground (BG) Policy

Rules and Regulations Governing PCC's BG (November 2014)

1. Guidelines for Interment

1.1 Interments to the Community BG will be limited to those who at time of death resided in the ward.

1.2 No person from outside the ward shall be buried in PCC's BG unless PCC is satisfied that there is sufficient local connection with the community ie. moved to residential care within the **last 2 years**.

1.3a Grants of Right will be for no more than 75 years.

1.3b Grants of Right for the Garden of Remembrance will be for no more than 25 years.

1.4 A record will be kept of all grantees.

2. Notice of Interment

2.1 All notices are to be given to the clerk at least 2 days before interment.

2.2 The notice must include the full name of the deceased, their age, home address, place and date of death, date of burial and name of the person officiating at the memorial service.

2.3 Interments will not normally take place on a Sunday

2.4 Interments will be in strict rotation, as numbered on the plan maintained by the clerk.

2.5 No graves will be reserved except those originally agreed some years ago.

3. Fees and Charges

3.1 All fees and charges are set out in a separate schedule and must be paid to the clerk at the time of giving notice of interment. To be reviewed annually.

3.2 Those fees will include the cost of erecting a future memorial stone.

3.3 The back of each memorial stone must include the grave number.

3.4 Memorial size must not exceed 3'6" length, 3'6" width, and 1'6" from back to front (including the base above ground).

All future memorial stones must be placed on the concrete plinth provided by the council.

4 Rose Garden

4.1 Vases/flowers may be laid by the Garden of Remembrance memorial. If damaged, the Council has the right to remove them.

4.2 PCC will erect a plaque mounted on a board for public display, identifying where the ashes have been laid.

4.4 The clerk will keep a register of all scattering of ashes, noting the name, age, address, date of burial and next of kin.

4.5 No new graves will be allocated for ashes only. (Ashes can be placed in an existing grave or scattered on the Rose Garden.

4.6 Plaques record the date of death, not the date of interment.

5 General Conditions

5.1 Any person who shall wilfully destroy, injure or deface any building, wall or fence belonging to the cemetery, or destroy, injure or deface any kerbstone or memorial, or does any damage, play any game or sport, or discharge firearms (save at a Service funeral) in the cemetery or wilfully or unlawfully disturb any persons assembled for the purpose of burying anybody, or commit any nuisance within the cemetery, will be prosecuted by PCC according to the law.

5.2 Any persons using the cemetery shall, at his own expense, employ his own tradesman in the execution of any work. Such work to be done subject to the approval and to the satisfaction of the BG committee.

5.3 Persons visiting the Rose Garden will not be allowed to cut turf or to leave any rubbish, and to refrain from depositing faded flowers, wire frame work and other discarded materials on or around the hedges.

5.4 The BG committee reserve the right, from time to time, to make any alterations to these regulations, and all plots will be granted subject to these Rules and Regulations and any others that may be made by the BG committee, and also subject to the present and future statutory enactments and all the regulations issued or to be issued with respect to cemeteries by the competent Authority.

5.5 Responsibility for the monuments remains with the grave owners. If, during inspections, monuments are found to be unsafe or unstable then safety measures will be taken. However, any remedial works remain the responsibility of the grave owner.

5.6 If visitors to Pennard Community Council Burial Ground believe any headstones to be unsafe or unsteady, this information must be passed to the Clerk to Pennard Community Council.

Please note that these rules are to be used in conjunction with the Burial Ground Management Policy, which is annexed to this document.