

Stamford

Cemetery

Rules and Regulations

Established Under the Burials (Beyond the Metropolis) Act, 185316 & 17 Vic., 134.

As repealed and revised by the Local Government Act 1972 and the Local Authorities Cemeteries Order 1977

If you need this in large print, Braille, audio or another language please contact us on 01780753808

Approved: 29th September 2020

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The Stamford Town Council reserves the right to make alterations or additions to the Rules and Regulations at any time, and its ruling on these shall be final.

1. Introduction:

- 1.1. These rules and regulations are made pursuant to the Local Authorities Cemeteries Order 1977 and the Local Government Act 1972 and shall be known as Stamford Cemetery Rules and Regulations
- 1.2. These Rules and Regulations are required for the effective management of Stamford Cemetery. Every effort has been made to avoid restricting the rights and choices of the individual. Therefore, these Rules and Regulations have been prepared with a balance between individual rights and the need to regulate for safe and tidy grounds. For example, glass and breakable items not being permitted based on the fact that these items become a hazard when mowers are used.

Please be aware that the cemetery is a working site, and at times, for operational reasons, some items on graves may have to be temporarily moved and subsequently replaced for a burial to take place.
- 1.3. All previous rules and regulations are hereby revoked

2. Explanation of terms used:

- 2.1. Throughout these regulations the following words and expressions shall have the meanings as stated below:

“The Council”	means Stamford Town Council
“The Cemetery”	means the cemetery or burial ground as the case may be
“The 1977 Order”	means the Local Authorities Cemeteries Order 1977
“Resident”	means any person residing within Stamford who can provide proof of residency, either with a Council Tax Bill or via the Electoral Register.
“Coffin” or “Casket”	means any container within which a body or cremation ashes of a person may be buried in the cemetery. all containers used for burial must be suitable for purpose and have adequate identification of the deceased therein.
“Burial” and “Grave”	are as described in the Local Authorities Cemeteries Order
“Interment”	means the burial of a coffin or cremated remains within a grave.
“Grave space” or “Plot”	means an area allocated by the Council and comprising of the grave itself and its surrounding sidewalls of earth.
“Exclusive Right of Burial”	means the right to decide who is buried in a specific grave, the type of memorial that may be erected upon the grave and the inscription upon it. These rights are specifically subject to these Cemetery Regulations, which form the terms and conditions attached to the Deed of Grant of Exclusive Rights of Burial issued by Stamford Town Council. The Council may periodically review

	and modify the Cemetery Regulations. The Council grants exclusive rights in graves for a period of 50 years.
“Cemetery Officer”	means the person appointed by the Council to be responsible for the management of the Cemetery Grounds and Cemetery Services.
“Official Receipt”	means the official Stamford Town Council receipt
“Purchased” or “Private Grave”	means a grave in which the Council has granted the Exclusive Right of Burial.
“Shared”, “Unpurchased” or “Public” grave	means a grave in which the Council has not granted the Exclusive Right of Burial and in which the Council may permit the burial of unrelated people at the Council’s discretion.
“Lawn Section”	means a section of the cemetery which is grassed and maintained as a lawn
“Memorial”	means any memorial that is authorised by the Council to be installed and maintained within the cemetery.
“BRAMM”	means the British Register of Accredited Memorial Masons
“NAMM”	mean the National Association of Memorial Masons

3. Opening Times

- 3.1.** The change in the closing times should always take place on a Saturday evening on or nearest to the date shown below:

From 1st April to End of British Summer Time (from the date the clocks go back)

Monday – Sunday (including Bank Holidays) 8:00am – 7.30pm

From Start of Greenwich Mean Time to 31st March (from the date the clocks go back)

Monday – Sunday (including Bank Holidays) 8:00am – 5.00pm

Please note that the locking up procedure will commence 15 minutes prior to the stated closing time.

The Council reserves the right to close the Cemetery without notice if it is considered necessary.

4. Bereavement Services Office and Office hours

Bereavement Services Officer
Town Hall
St. Mary’s Hill
Stamford
Lincolnshire
PE9 2DR
Telephone Number: 01780 753808

Email: bereavement.services@stamfordtowncouncil.gov.uk

Web address: www.stamfordtowncouncil.gov.uk

The Town Hall Office hours will be open as follows:

Monday to Friday: 9am – 1pm and 2pm – 4pm

please note the Town Hall closes for lunch between 1pm and 2pm

An answer phone is available outside of these times or email on bereavement.services@stamfordtowncouncil.gov.uk

Please call in advance to book an appointment, to ensure the Cemetery Officer is available to discuss any matters regarding the Cemetery.

4.1. Burial Register

- 4.1.1. A Register of Burials, both in the consecrated and unconsecrated portions of the Cemetery, will be kept at the Town Hall; by appointment, searches may be made, and certified copies or extracts obtained, on payment of the proper fee.
- 4.1.2. The Council shall keep registers in which shall be entered every burial, specifying the grave, the depth of the grave, the date of burial, the name and age of the person buried and all other requisite particulars.

5. The Exclusive Right of Burial

5.1. Period of Exclusive Right of Burial

- 5.1.1. Purchasing a grave does not mean you own the plot of land. When purchasing the Rights to a grave, you are purchasing the lease for 50 years and the Exclusive Right to choose who can be buried in the grave during that period.
- 5.1.2. An Exclusive Right of Burial in a grave will be provided to the purchaser, and his or her successors for a period of 50 years and can be renewed at the current rate.
- 5.1.3. No grave in respect of which the Council has granted an Exclusive Right of Burial shall be opened without production of the deed, written consent of the Deed Holder or other relevant documentation.

According to the Local Authorities Cemeteries Order 1977,10.6:

No body shall be buried, or cremated remains interred or scattered, in or over the grave or vault where an Exclusive Right of Burial subsists except with the consent in writing of, the owner of the Right.

5.2. Grave Deed

- 5.2.1. The Bereavement Services Officer will provide the purchaser with a Grave Deed as proof of ownership of Exclusive Right of Burial. A copy of the Deed will be held by the Council.
- 5.2.2. Where the owner of the Exclusive Right of Burial has misplaced/lost the grave Deed, he/she may apply in writing to the Bereavement Services Officer for a replacement. Included in the application must be relevant documentation that provides proof of identity and also any

necessary fee. Once satisfied with the information submitted the Bereavement Services Officer will issue a duplicate Grave Deed.

5.3. Ownership Registration and Transfer

- 5.3.1. All grave owners will be registered by the Council and shall own Exclusive Rights permitting the grave to be opened upon the production of the Deed. No grave owner shall be entitled to transfer any grave without written notification to the Council. It is the responsibility of the owner to notify the Council of any change of address or ownership.
- 5.3.2. Any application for transfer of ownership of a grave Deed must be made in writing to the Council. This must be accompanied by any relevant documentation and the appropriate fee. The Council will not unreasonably decline to make a transfer.
- 5.3.3. Graves may be purchased in advance of a burial taking place. The commencement date of the Grant of Exclusive Right of Burial will be the date of purchase of the plot and the Grant will not be issued until all legal documentation is finalised.
- 5.3.4. Where the Grant Owner of a grave has died, a new owner must be registered before any burial can take place in that grave other than the Grant Owner. The transfer is handled using the Grant of Probate, Grant of Letters of Administration or Statutory Declaration and a legal process **must** be followed.
- 5.3.5. Transfer of ownership of Exclusive Rights of Burial can be dealt with in several ways, dependent upon individual circumstances. Please contact the Town Hall for further details. This is subject to an administrative charge.
- 5.3.6. Where the Grant Owner is still alive and wishes to transfer ownership to another family member, an Assignment Form must be completed which may be obtained from the Town Hall or website, subject to the relevant fee being paid.

5.4. Grave Allocation

- 5.4.1. Graves will be allocated at the discretion of the Council. Only graves shown on the Cemetery Plans will be allocated. The wishes of an applicant will be taken into account wherever possible.
- 5.4.2. All graves purchased after 26 October 2010 will be treated as in the 'Lawn Section' (see section 6)
- 5.4.3. A grave will not be registered in the name of a Funeral Director or firm of Funeral Directors, Solicitors, or a Partner, Director or Employee of such firms nor stone mason, unless satisfactory evidence is provided that the grave is required for use by the applicant as a private individual and not for the purpose of business.

- 5.4.4. Inhabitants who desire to have a plot of ground as a family burial place, may, for that purpose, purchase the Exclusive Right of Burial (hereinafter referred to as purchased) for two or more contiguous grave spaces for a term of fifty years and renew the term of Rights from time to time: all purchases of Grant of Exclusive Right must be arranged at/through the Town Hall to ensure familiarity with the Rules and Regulations.
- 5.4.5. Paying the necessary fees, a family burial place may be retained for the term of the Grant and may be renewed so long as any members of the family or representatives remain. In use of such ground, the Regulations of the Secretary of State and of the Council must always be observed.
- 5.4.6. A Cremated Remains plot may also be purchased for use as a family burial place for Human Cremated Remains only, this is initial a term of fifty years, which may be renewed from time to time. All purchases of Grant of Exclusive Right must be arranged at/through the Town Hall to ensure familiarity with the Rules and Regulations.
- 5.4.7. Burial Spaces within Stamford Cemetery can be purchased prior to being required for interment
- 5.4.8. Where the Exclusive Rights of Burial of a grave has expired, the grant holder can apply to re-purchase the Rights for a minimum of 10 years, with the maximum of 50 years at the current rate applicable.

5.5. Death of the Grave Owner

- 5.5.1. Where the Grant Owner is deceased, transfer of the Right of Burial may be applied for one of the following ways: -
- Statutory Declaration
 - Grant of Probate
 - Grant of Letters of Administration

An application for the transferral of the grave Deed must be submitted with all relevant documentation to the Bereavement Services Officer. A fee is applicable for the provision of a new Grave Deed.

A grave may, during the life of the owner, be assigned by deed. The same rules of succession apply. Application should be submitted in writing to the Bereavement Services Officer for the assignment of the Grave Deed with the relevant fee being paid.

- 5.5.2. The Council may refuse to transfer the Exclusive Right of Burial if there is any uncertainty that the person claiming is the person 'entitled' in accordance with Local Authorities Cemeteries Order 1977 Schedule 11 Part 2 (4)
- 5.5.3. The allocation of grave spaces is under the control of the Town Council.

- 5.5.4. The Bereavement Officer will try to meet the wishes of relatives in relation to the purchase of a grave space in a particular section of the Cemetery, but this may not always be possible.

5.6. Unused Graves

- 5.6.1. A purchased plot with no interments may be bought back by the Council if it is no longer needed by the Exclusive Right of Burial holder. This will be at the fee which was originally paid and subject to an administrative fee.
- 5.6.2. Grants whose terms have expired, or not transferred after a period of 50 years, the Council may withdraw the Right of Burial therein, provided that such notice of intention to withdraw shall be advertised twice in one national newspaper and two local newspapers and a period of twelve months allowed to elapse, whereupon, failing any claimant, the Council may declare such Right of Burial to be withdrawn and may offer the grave to another person.

5.7. Burial Services

- 5.7.1. All burials shall be carried out in accordance with the requirements of the Local Authorities Cemeteries Order 1977

6. Types of Graves

6.1. Lawn sections

- 6.1.1. The regulations for the management of other sections of the cemetery shall also apply to lawn sections in addition to the following:
- 6.1.2. The area allocated to the a grave in the X & Y lawn section is 152 cm (5'ft) in width and 243cm (8ft) in length and all other lawn sections 120cm (4ft) in width and 243cm (8ft) in length.
- 6.1.3. This area of the cemetery is laid to lawn and restrictions to planting are as per the rules and regulations; planting is allowed in front of the landing, measuring 152 cm (5'ft) wide and 30 cm (1'ft) in depth from the landing in the X& Y Lawn Section and 120cm (4ft) in width and 30 cm (1'ft) in depth from the landing in the all other Lawn Sections.
- 6.1.4. Sections X & Y are also divided into three denominations, non-conformist, Roman Catholic and Church of England. However, the latter denomination will remain unconsecrated, an explanation for this decision is attached (Appendix 1).
- 6.1.5. Double depth lawn graves, where available, will hold two burials (coffins/casket) and 8 cremated remains, once both burials (coffins/casket) have taken place, interments of cremated remains before the 2nd burial (coffins/casket) will close the plot to burials (coffins/casket). Single depth lawn graves will hold one burial (coffins/casket) and 8

cremated remains, once both burials (coffins/casket) have taken place, interments of cremated remains before the 2nd burial (coffins/casket) will close the plot to burials (coffins/casket).

- 6.1.6. After one year of the interment date in the lawn section the Council will turf over the whole of the grave space. No one other than a cemetery officer or persons contracted by the council shall interfere with or alter the grave space.
- 6.1.7. The Council will maintain the whole of the grassed part of the lawn section and **nothing must be planted or placed on the area.**
- 6.1.8. Any item placed on graves that contravene these regulations will be removed and stored for collection by the owner. Items removed will only be stored for a period of 4 weeks after which time they will be disposed of.
- 6.1.9. The Council has the right to prune, cut down or dig up and remove any such shrubs, plants or flowers which are of an objectionable character or when they have become unsightly, overgrown or impede grave excavation. The Grant holder will incur any cost occurred to the Council if their plots are breaking the rules and regulations of the cemetery and all costs will be pass to the grant holder. A caveat will be place on the plot if the Grant holder cannot be contacted.
- 6.1.10. The Cemetery Officer is authorised to rectify/remove anything which does not comply with these regulations.

6.2. Traditional section

- 6.2.1. The regulations for the management of other sections of the cemetery shall also apply to traditional sections in addition to the following:
- 6.2.2. The area allocated to the a grave in the lawn section is 121 cm (4'ft) in width and 243cm (8ft) in length
- 6.2.3. Double depth traditional graves, where available, will hold two burials (coffins/casket) and 8 cremated remains, once both burials (coffins/casket) have taken place, interments of cremated remains before the 2nd burial (coffins/casket) will close the plot to burials (coffins/casket). Single depth lawn graves will hold one burial (coffins/casket) and 8 cremated remains, once both burials (coffins/casket) have taken place, interments of cremated remains before the 2nd burial (coffins/casket) will close the plot to burials (coffins/casket).
- 6.2.4. After one year of the interment date in the traditional section the Council will turf over the whole of the grave space. No one other than a cemetery officer or persons contracted by the council shall interfere with or alter the grave space.

- 6.2.5. The Council has the right to prune, cut down or dig up and remove any such shrubs, plants or flowers which are of an objectionable character or when they have become unsightly, overgrown or impede grave excavation.
- 6.2.6. The Cemetery Officer is authorised to rectify/remove anything which does not comply with these regulations.

6.3. Cremated Remains Section

- 6.3.1. The regulations for the management of other sections of the cemetery shall also apply to cremated remains section in addition to the following:
- 6.3.2. The area allocated to a grave within the Cremated Remains section is 91cm (3 ft) wide x 122cm (4 ft) long.
- 6.3.3. A cremation section grave will not contain more than 6 interments of cremated remains.
- 6.3.4. Cremated remains must be interred in a biodegradable container, wooden casket or velvet bag with the name of the deceased inscribed.
- 6.3.5. It is the responsibility of the person arranging the interment to produce the cremated remains for interment at the cemetery unless agreed with the Cemetery Officer.
- 6.3.6. As soon as practicable after an interment in the cremated remains section the Council will re-seed over the grave space. No one other than a cemetery officer or persons contracted by the council shall interfere with or alter the grave space.
- 6.3.7. Any item placed on graves that contravene these regulations will be removed and stored for collection by the owner. Items removed will only be stored for a period of 4 weeks after which time they will be disposed of.

6.4. Children's Burial & Cremated Remains section

- 6.4.1. An area in each cemetery has been allocated to a children's burial section for the interment of neonatal, stillborn and infants up to the age of 6 years.
- 6.4.2. The regulations for the management of other sections of the cemetery shall also apply to the children's burial section in addition to the following:
- 6.4.3. The area allocated to a grave within the children's section is 91 cm (3 ft) wide x 182 cm (6 ft) long for a burial plot and (2ft) by (2ft) for a children's Cremated Remains plot
- 6.4.4. As soon as practicable after an interment in the children's burial section the Council will sow with grass seed or lay turf over the whole of the grave space. No one other than a

cemetery officer or persons contracted by the council shall interfere with or alter the grave space.

- 6.4.5. Any item placed on graves that contravene these regulations will be removed and stored for collection by the owner. Items removed will only be stored for a period of 4 weeks after which time they will be disposed of.

6.5. Common (Public) graves

- 6.5.1. If a grave has not been leased, an interment must be in a common grave to which no exclusive right of burial exists.
- 6.5.2. No memorial shall be fixed to, or erected upon unpurchased graves, but this regulation shall not preclude a moveable tablet, tablet/vase, vase or upright memorial not exceeding eighteen inches in height being placed on such a grave provided that the necessary fees have been paid, and that it is not fixed to or sunk into the ground, the term of Memorial right for such a memorial will be for twenty years, after which the right may be repurchased

6.6. Council Authorisation

- 6.6.1. All burials must be authorised by the Council prior to funeral arrangements being announced.

6.7. Notice of Interment

- 6.7.1. All notices of interment must be emailed with all highlighted areas completed within 24 hours of the initial request on the current printed interment form which can be obtained from the Cemetery Officer or downloaded from the Stamford Town Council website.
- 6.7.2. No burial shall take place, without the permission of the Cemetery Officer. **Interment must be booked a minimum of 7 working days before the interment. Notice of Interment forms must be received by the Cemetery Officer at least three clear working days before the interment** (excluding Saturday, Sunday, Public or Bank Holidays or other holidays granted by the Council). This period is reduced when infectious diseases or other urgent cases are involved. Failure to do so may result in the funeral being delayed or not taking place at all.
- 6.7.3. The most up to date forms provided by Stamford Town Council **must be used**, no previous versions will be accepted. The interment form is to contain a statement of the Forename and Surname, the Sex and the Age of the person to be buried, Date of the death, the place or residence in which it occurred, and the deceased home address, the measurements of the coffin (length, width and depth), the day and the time of the intended interment, whether in the Consecrated or the Unconsecrated portion of the Cemetery, the situation, description and depth of the grave or vault, the name of the Minister intended to officiate, also the full name

and address of the persons ordering the Interment or requesting the Burial Rights, the consent in writing or the signature of the owner, their executor or legal representative to any interment in any grave or vault where the rights have been purchased, must be left at the Town Hall with the notice of interment.

- 6.7.4. The Cemetery officer should be notified if the funeral director knows that the number of mourners is likely to exceed fifty or if the cortège will arrive earlier or later than 15 minutes before/after the time stated on the Notice of Interment.

6.8. Restrictions of interments

- 6.8.1. All burials are subject to the statutory provisions in accordance with Schedule 2 Part 1 of the 1977 Order.
- 6.8.2. Interments will not be allowed in the Chapel.
- 6.8.3. No body shall be buried, or cremated remains interred, in any grave where an Exclusive Right of Burial exists unless the owner(s) has given approval in writing (or the deceased is the owner), except in cases specified in Article 10(6) of the Local Authorities Cemeteries Order 1977 as being exceptions to the need for such consent.

6.9. Times of burial

Bereavement Services Officer will accept bookings for interments as follows:

Monday to Friday

10.00am – 4.00pm From 1st April to End of British Summer Time (from the date the clocks go back)

10.00am – 3.00pm From Start of Greenwich Mean Time to 31st March (from the date the clocks go back)

6.10. Registrar's certificate for disposal/coroner's order for burial

- 6.10.1. A Registrar's Certificate for Disposal or Coroner's Order for Burial, or a declaration in the form prescribed by the Births and Deaths Registration Act 1926 and any amendment or re-enactment thereof must be delivered to the Cemetery Officer before the interment can take place, except under special circumstances where an Undertakers declaration form must be submitted.
- 6.10.2. In the case where an Inquest has been held – the Coroners Certificate for disposal of the body of the person to be interred is to be produced, to the Cemetery officer at the Town Hall, except under special circumstances where an Undertakers declaration form must be submitted.

- 6.10.3. In cases of children still born, a certificate will be required in accordance with the Births and Deaths registration Act;
- 6.10.4. A Certificate of Cremation must be produced before a burial of cremated remains can take place.
- 6.10.5. In the case of any body or corpse imported from abroad a Certificate of Death is not required to be registered.
- 6.10.6. Failure to produce the relevant certificate or order will result in the postponement or cancellation of the funeral.

6.11. Selection of Graves

- 6.11.1. The family, or representatives of the deceased, are permitted to select a grave for the funeral. An appointment will be made for a mutually convenient day and time for Cemetery Officer to meet and advise the family, or their representatives, of the available spaces.

6.12. Moving Memorials

- 6.12.1. Where a grave is to be reopened to receive a further burial, it is the responsibility of the registered owner of the Exclusive Right of Burial, acting through their appointed Funeral Director, to organise the removal of any memorial erected on the grave in sufficient time to enable the grave to be prepared for the burial. the removal of any memorial may only be undertaken by a Memorial Mason registered with BRAMM or NAMM.
- 6.12.2. Subject to the agreement of the Cemetery Officer, any Stone Mason requesting to leave any such memorial within the cemetery grounds after the removal from a grave, is responsible for informing the registered owner.
- 6.12.3. The Council accepts no liability for any damage caused to any such memorial and it is left there at the registered owner(s) own risk.

6.13. Grave excavation

- 6.13.1. All graves must be dug by qualified people employed or contracted by the Council.
- 6.13.2. No burial can take place in any grave where the legal depth cannot be obtained.
- 6.13.3. The depth to which any grave may be excavated will be determined by the Council and will be according to statutory regulations and the conditions appertaining in each individual case. and not more than two adult bodies may be buried in any new grave space, unless specified by the Town Council.

- 6.13.4. Adjacent grave spaces that may be affected by a burial will be fully reinstated to their original appearance after the burial has been completed.
- 6.13.5. The Council reserves the right to delay or reschedule a funeral if any part of the burial area or excavated grave becomes unstable or dangerous due to severe weather or other extenuating circumstances.
- 6.13.6. In ground purchased for a term of 50 years, if more than one body is interred in any grave space, a layer of earth at least six inches (16cm) in thickness shall be left between each coffin interred therein, and three feet of earth between the top of the upper coffin and the ordinary level of the ground, provided where the ground be of suitable character a coffin of perishable materials may be placed not less than two feet below the ordinary level of the ground.
- 6.13.7. When any grave is re-opened for the purpose of making another burial therein, no person shall disturb any human remains interred therein or remove therefrom any soil as these actions are offensive.
- 6.13.8. No more than one body shall be buried in a single depth grave; and no more than two bodies shall be interred in a double depth plot in accordance with Statutory Regulations.
- 6.13.9. For persons of twelve years of age and upwards, no grave shall be less than four foot 3 inches (130 cm) in depth, and for those under twelve years not less than FOUR foot (122cm) in depth from the ordinary surface of the ground.
- 6.13.10. For any grave having a depth greater than four foot three inches (130 cm) an extra charge will be made in accordance with the scale of fees operational at the date of ordering such extra depth, this only where the subsurface conditions make it possible to excavate such extra depth.
- 6.13.11. All labour for excavating pre-existing walled graves and vaults and the provision of all materials, plant, appliances and equipment for constructing and completing the same, shall be provided by the owner of the Rights, and at the expense of the person requiring the same, and such person shall at his own expense fill and level the ground; deposit the surplus soil where directed by the Contractor entirely remove all refuse and unused materials and carry out the work to the satisfaction of the Contractor. All brick or stone walls of any walled grave or vault shall be not less than four and a half inches (12cm) in thickness.
- 6.13.12. Some Grants issued in Perpetuity may have graves allocated for three interment. Such plots will need to be tested for required depth, prior to permission being granted for a third interment. The final coffin must be at least two feet below the surface of the ground.
- 6.13.13. Mats, boards, zinc sheets or canvas are to be used by the Contractor to preserve the grass, roads or paths from injury by any work.

6.14. Grave reinstatement and maintenance

- 6.14.1. After approximately one year, lawn graves will be levelled using topsoil and turfed. The routine mowing of the grass is the responsibility of the Council's Staff or appointed contractor. The registered owner of the Exclusive Rights of Burial is responsible for the maintenance of any memorial erected on the grave and must remain in a safe condition.
- 6.14.2. The Council may in accordance with The Local Authorities Cemeteries Order 1977 16(1)
 - (a) put and keep in order any grave or vault, or any tombstone or any other memorial, in a cemetery; and
 - (b) level the surface of any grave, consisting wholly or substantially so of earth or grass, to the level of the adjoining ground.

6.15. Backfilling the grave

- 6.15.1. We will allow mourners to backfill the grave, however, the first layer of soil to go into the grave must be put in by the Town Council's contracted gravedigger to ensure no damage is caused to the coffin/casket.
- 6.15.2. If the 'Notice of Burial' does not state that backfill is required, this request cannot be accommodated if made on the day.
- 6.15.3. If weather conditions or other factors beyond the control of Stamford Town Council would endanger anyone present, the backfill cannot be accommodated.

6.16. Unpurchased Graves

- 6.16.1. In an unpurchased grave (also known as a "public" or "common" grave), the Council retains the Rights. This means that the people buried in the grave may be unrelated with no specific rights to have a memorial. Therefore, the cost is only for the interment.
- 6.16.2. Burials in unpurchased graves are carried out with the same dignity and respect as those in private graves.
- 6.16.3. Unpurchased graves are available in Stamford Cemetery and the interment fee is listed within the Cemetery Fees & Charges.
- 6.16.4. The Exclusive Right of Burial may be purchased at a later date and charged at the current Exclusive Right of Burial cost as listed at the time of purchase. As unpurchased plots can sometimes include interments that have no relation to each other, purchase of these plots will be at the discretion of the Town Council.

- 6.16.5. Unpurchased graves may not have a static anchored memorial. The non-resident fee will be applied to any memorial request on an unpurchased plot. Please see rule 10.4 for details on unpurchased grave memorial specifications and requirements.

6.17. Officiants

- 6.17.1. The Council will not make arrangements for any ministers of religion to officiate at a funeral. Persons shall make their own arrangements for attendance and for any expenses incurred

6.18. Coffins

- 6.18.1. Once the Funeral cortege enters the Cemetery gates it is under the jurisdiction of the Council. The Funeral Directors is normally responsible for conducting the coffin to the grave, ensuring it is placed correctly on the grave board or putlogs and lowered in accordance with standards of safe practice and orderliness acceptable to the Council.
- 6.18.2. The Funeral Director or other person(s) responsible for the burial shall provide sufficient bearers to lower the coffin into the grave. Any mourner who assists with the bearing or lowering of a coffin does so at their own risk.
- 6.18.3. The body of a person who died from a notifiable disease must be enclosed in a sealed coffin before burial and information regarding this must be given at the time of booking of the interment.
- 6.18.4. For the interment of cremated remains in a grave the ashes shall be contained in a sealed container.
- 6.18.5. New Vaults and Brick Graves are subject to request. Metallic coffins must not be used. Only wooden or wicker coffins or bio box are permitted.

6.19. Public Health (control of disease) Act 1984

- 6.19.1. The body of a person who has died from an infectious or contagious disease under the Public Health (Control of Disease) Act 1984 must be taken directly to the grave under controlled conditions.
- 6.19.2. No corpse dying of an unusual serious epidemic disease, certified in each case by the authorised Physician, shall be taken into the Chapel, but shall be conveyed directly to the grave for interment. Notwithstanding those attending the burial and during the process of the interment of such corpse, the Town Council shall close the gates of the Cemetery and exclude the Public as necessary. All such interments must take place before nine o'clock in the morning.

7. Chapel

- 7.1.** Chapel Services -. The time allowed for a service is forty-five minutes. An organist will need to be arranged by yourself or your appointed funeral director.
- 7.2.** Infectious disease Any person who has died of an infectious disease shall not be allowed inside the Chapel and must therefore be taken directly to the grave.

8. Exhumation

- 8.1.** After interment no body or cremated remains may be removed from a grave without the production of the ecclesiastical faculty and/or Home Office Licence for exhumation required by law. The original documents will be required for this purpose.

9. Fees and charges

- 9.1.1. The Fees and charges prescribed for the use of the Cemetery shall be those specified within the leaflet “Guide 1 – Fees and Charges”, as amended from time to time.
- 9.1.2. All fees must be paid when the Notice of Interment form is handed into the office unless other arrangements have been agreed with the Cemetery Officer. Official receipts will be given for fees paid.
- 9.1.3. Copies of the fees may be obtained from the Cemetery Officer or are available on the Stamford Town Council website (www.stamfordtowncouncil.gov.uk). They are reviewed yearly in April.
- 9.1.4. All fees mentioned or referred to in these Rules and Regulations are charged at the rate as printed in the Table of Fees.
- 9.1.5. **Resident Charges** will apply when the person to be interred or in respect of whom the Exclusive Right of Burial is to be granted, is or immediately before his or her death was a resident of the Town of Stamford, or in the case of a stillborn child where the parents or one of them at the time of interment were such residents. Stamford Town Council uses the deceased’s address as part of the checking process and will be checked with the Electoral Register to ensure the correct fees are charged, further proof of residency may be required.
- 9.1.6. **Non-Resident Charges** will apply where the deceased was living outside of Stamford at the time of their death. Exceptions to the rule are as follows:
- 9.1.6.1. If a burial plot has been purchased by a Stamford resident who subsequently leaves the Town and is the residing outside of Stamford at the time of their death.
- 9.1.6.2. Stamford residents that have needed to move out of the Town to receive specialist care e.g. a nursing home or move in with a family member for care support – up to a period

of 10 years from the date of moving out of the Town. NB Those who move out of Stamford to downsize or to move closer to relatives will not be eligible for this exception.

9.1.6.3. Members of the Armed Forces (the serving individual and their spouse – married or co-habiting partner)

9.1.7. Charges include all necessary documentation.

9.1.8. The charge for a burial in an unpurchased grave does not include any Exclusive Right of Burial

10. Information regarding Memorials

10.1. Memorials

10.1.1. The Council reserve the right to refuse any memorial application.

10.1.2. All memorials must be installed by a BRAMM or NAMM registered stone mason

10.1.3. A static anchored Memorials may only be installed upon graves which has a current valid Exclusive Right of Burial issued. With a minimum of 25 years being initially purchased.

10.1.4. New kerbstones are not permitted in the Cemetery. Permission needs to be sought from the Town Hall for any remedial work to any existing old kerbstones in the old part of the Cemetery. Such work must be undertaken to NAMM or BRAMM standards.

10.1.5. In the event of a request for an inscription in a foreign language, this must be accompanied by a translation in English and countersigned by a responsible person of the same faith.

10.1.6. All applications must be signed by the Exclusive Right of Burial holder or if the grave owner is deceased, the ownership must be transferred before this application can be submitted and approved for a new memorial. Where an additional inscription for the deceased grant holder is required and there are no living grant holders, the applicant for the burial must sign.

10.1.7. Memorials for any unpurchased grave will be issued for a period of Twenty years; such Memorials must not be static anchored structures. Memorials upon graves, for which a Grant of Exclusive Right of Burial has already been issued, will be subject to the remaining duration of the Grant and appropriate fee being paid.

10.1.8. Memorials shall not be altered, repaired or removed once erected. Any such work is subject to application using the Memorial Application form and paying the prescribed fees.

10.1.9. The Council reserves the right to refuse permission of any memorial or inscription which it considers in appropriate or does not comply with its regulations. It is recommended that

memorial stones are not placed on graves until at least one year after a burial, this is to allow the ground to settle. In sections where memorial landings have been provided memorials may be installed immediately, once permission has been granted. The Council will not be held responsible for subsidence of memorials.

- 10.1.10. Visual and manual checks are undertaken routinely to meet the topple testing requirements. Any memorial found to be in such a dangerous condition to the public will initially be laid down and Grant own notified.
- 10.1.11. A Bishop of the Church of England has, in respect of the consecrated part of the Cemetery, the same right of objecting to and procuring the removal of, any inscription on a tombstone or other memorial placed or intended to be placed, as has in the cases of churches of the Church of England and the churchyards belonging thereto.

10.2. General points for Memorial Masons

- 10.2.1. All memorials to be put on a grave space are subject to the approval of the Town Hall. The earliest fixing date after a full interment for a full-sized memorial will be 12 months to allow the ground to fully settle. (Unless in the sections where memorial landings have been provided). A drawing showing the design, dimensions of the proposed memorial, its foundations together with the particulars of the materials to be used, and a copy of every inscription to be engraved on it must be submitted for approval before being fitted. Details should be included on the Council's Memorial Application form which may be obtained from the Town Hall or is available to download from the Council's website (www.stamfordtowncouncil.gov.uk). All work will be inspected after one month to ensure it has met the NAMM/BRAMM standard.
- 10.2.2. Inscriptions on the reverse of memorials will be permitted subject to the following format being adhered: 'that the name of the deceased only is permitted on the reverse of memorial and letters should be no more than 5 cm in height'.
- 10.2.3. Memorials must be prepared ready for fixing before being taken into the cemetery. Masons must provide their own tools and equipment for the work.
- 10.2.4. No hewing or dressing of stones will be permitted in the Cemetery, except in special circumstances, and in all cases, all materials, gravestones, memorials and monuments must be conveyed into the Cemetery by hand or on vehicles or trucks weighing no more than 7.5 tonnes, and all waste soil and materials shall be removed in like manner.
- 10.2.5. Work on memorials shall not be carried out at the cemetery until a permit has been issued and all fees paid to the Stamford Town Council. Appropriate fees are detailed on the Council's website (www.stamfordtowncouncil.gov.uk) and are updated yearly.
- 10.2.6. All work must be carried out by a BRAMM or NAMM Registered Stone Mason ONLY, and in accordance with the British Register of Accredited Memorial Masons' The Blue Book complying with BS 8415:2018. This should also be done to the satisfaction of the Stamford Town Council. The Stamford Town Council should be provided with a current BRAMM or NAMM membership certificate, public liability insurance certificate prior to any work

taking place. People working on memorials must produce the permit on request for the works they are carrying out. Otherwise the works may be suspended until a permit is produced. Surplus materials and debris must be removed from the cemetery, the grave space and surrounding area must be left clean and tidy.

- 10.2.7. The correct plot, row and number of the grave space must be clearly cut on the left-hand side of the base or alternatively on the back of the memorial in characters of not more than 2.5 cm (1 in).
- 10.2.8. All work shall be carried out at the sole risk and liability of the stone mason employed or engaged to undertake such work on behalf of the Grant Holder. Any damage caused shall be made good to the satisfaction of the Council and/or the owner of the damaged property.
- 10.2.9. No memorial mason may carry out work within the cemeteries on Saturdays (except by prior arrangement), Sundays, Christmas Day, Good Friday, or other Public Holidays, or on other holidays granted by the Council. Work to be carried out must be done by prior notification to and after seeking permission from the Town Hall. Work must be requested to be done by completing a Memorial Application form (available on the website) and after a permit has been issued.
- 10.2.10. Any work carried out must be done between the hours of 9.00am to 4.00pm Monday to Friday.
- 10.2.11. In the newer portions of the Cemetery all new memorials must lay in the same line, preferably upon a slab of concrete or stone of exactly 100 cm (44 inches) in length and in Section X & Y 152 cm (60 ins) per grave space. N.B. this to be altered to suit for graves for children or Cremated Human Remains.

10.3. Dimensions and construction of memorials

10.3.1. Non-Lawn Memorials/ Dedicated Cremated Remains Section

- 10.3.1.1. Only one memorial stone will be allowed on any one grave space at the head of a grave consisting on ONE BASE of either; a headstone, vase/s or a single vase or a headstone with vase/s attached, all vases to be of a substantial nature.
- 10.3.1.2. Memorials must not exceed 91 cm (3 ft) in height (including the height of the base) For every additional 15cm (6 ins) or part thereof, in excess 78cm (31") in height an additional charge will be made subject to permission granted.

Memorial - Memorials must not exceed 78cm (31") in height, 76cm (30") in width and the material used must be a minimum thickness of 7.5 cm (3 ins) and a maximum thickness of 12.5 cm (5 ins).

Base - The base shall be secured to the landing slab and must not exceed 91cm (36") in width and 30cm (12 ins) back to front and 12cm (5") in height on a single plot and must not exceed 182cm (72") in width and 30 cm (12") back to front and 12cm (5") in height on a double plot.

Foundation - The foundation stone must not exceed 7.5cm (3") in height, 99cm (39") in width and 38cm (15") back to front.

10.3.2. **Tablets**

Memorial - Memorials must not exceed 45cm (18") square

10.3.3. **Vases**

Vase - must not exceed 20cm (8") in height x 20cm (8") in width x 20cm (8") back to front.

Foundation - The foundation stone must not exceed 5cm (2") in height, 30 cm (12") in width and 30cm (12") back to front.

10.3.4. **Lawn Section (X & Y) Memorials**

10.3.4.1. Only one memorial stone will be allowed on any one grave space at the head of a grave consisting on ONE BASE of either; a headstone, vase/s or a single vase or a headstone with vase/s attached, all vases to be of a substantial nature.

10.3.4.2. Memorials must not exceed 91 cm (3 ft) in height (including the height of the base) For every additional 15cm (6 ins) or part thereof, in excess 78cm (31") in height an additional charge will be made subject to permission granted.

10.3.4.3. **Lawn section dimensions**

Memorial - Memorials must not exceed 78cm (31") in height, 76cm (30") in width and the material used must be a minimum thickness of 7.5 cm (3 ins) and a maximum thickness of 12.5 cm (5 ins).

Base - The base shall be secured to the landing and must not exceed 91cm (36") in width and 30cm (12 ins) back to front and 12cm (5") in height on a single plot and must not exceed 182cm (72") in width and 30 cm (12 ins) back to front and 12cm (5") in height on a double plot.

10.3.5. **Children's Section**

10.3.5.1. Only one memorial stone will be allowed on any one grave space at the head of a grave consisting on ONE BASE of either; a headstone, vase/s or a single vase or a headstone with vase/s attached, all vases to be of a substantial nature.

10.3.5.2. Memorials must not exceed 79cm (31") in height (including the height of the base) For every additional 15cm (6") or part thereof, in excess 79cm (31") in height an additional charge will be made subject to permission granted.

10.3.6. **Children's section dimensions on burial plot**

Memorial - Memorials must not exceed 53cm (21") in height, 40cm (16") in width and the material used must be a minimum thickness of 7.5 cm (3") in thickness

Base - The base shall be secured to the landing slab and must not exceed 45cm (18") in width and 30cm (12") back to front and 7.5 cm (3") in height

Foundation - The foundation stone must not exceed 7.5cm (3") in height, 60cm (24") in width and 45cm (18") back to front.

10.4. Memorial on Unpurchased Grave

10.4.1. No memorial shall be fixed to or erected upon an unpurchased grave.

10.4.2. The memorial is not fixed to or sunk into the ground

10.4.3. The term of Memorial right for such a memorial will be for twenty years, after which the right may be repurchased.

10.4.4. The following conditions apply for a moveable tablet, tablet/vase or upright memorial.

10.4.5. Upright memorial

10.4.5.1. Must not exceed 79cm (31") in height (including the height of the base)

Memorial - Memorials must not exceed 53cm (21") in height, 40cm (16") in width and the material used must be a minimum thickness of 7.5 cm (3") in thickness

Base - The base must not exceed 45cm (18") in width and 30cm (12") back to front and 7.5 cm (3") in height

10.4.6. Vase

10.4.6.1. must not exceed 20cm (8") in height x 20cm (8") in width x 20cm (8") back to front.

10.4.7. Tablet

10.4.7.1. Memorials must not exceed 45cm (18") square

10.5. Repair and Removal of Memorials

10.5.1. The Council reserve the right to remove any memorial of any description which is put down in the Cemetery, without first having been approved.

10.5.2. If the Council or any of its Contractors remove from the Cemetery any tombstone or other memorial placed therein otherwise than in exercise of right granted by the Council, the Council may recover the cost thereby incurred by them (a) from the person to whose order the tombstone or memorial was placed, (b) within two years from the placing of the tombstone or memorial from the personal representative of such person; as a simple contract debt in any Court of competent jurisdiction. (In all cases vases and containers are to be read as memorials.)

- 10.5.3. All memorials must be kept in good repair by the owners and following inspection if found in an unsafe condition may be made safe by the cemeteries staff as a precaution to public safety.
- 10.5.4. All memorials are to be kept in good repair by the owners and, if not repaired after due notice, may be removed by order of the Council. If, after reasonable enquiry, no such owner or his or her representatives can be found to whom notice may be given, the right to such memorials shall pass to the Council to be dealt with as shall be deemed fit.
- 10.5.5. In the case of a memorial falling into disrepair where the owner cannot be found by the Council, or where the grant for such memorial has lapsed, the Council will display a notice of their intention to demolish, or remove, or move the said memorial/s in a conspicuous position at the entrance of the Cemetery, also will publish the notice in two successive weeks issues of the Local Newspaper, will notify the Rural Dean or such representative of a religious body, if a Commonwealth War Grave, notify the Commission, and if no objections to their proposals be raised with three calendar months of such notification, the Council will remove, demolish, move or destroy any such memorials.

10.6. Memorial Benches

- 10.6.1. Only benches ordered through Stamford Town Council will be permitted to be placed in the cemetery grounds. Stamford Town Council reserves the right to remove and dispose of any other benches placed within the cemetery without permission

10.7. Glass containers, vases etc

- 10.7.1. Glass jars or vessels will not be allowed, if so done, the container will be removed without warning, this includes, glass, plastic, thin pottery, or thin metal. Memorial vases must be placed in the head row (NOT on the grave space) and only two memorial vases per plot.
- 10.7.2. **NO GLASS, TINPLATE, PLASTIC or PORCELAIN** or anything of a shatterable nature for containers of flowers will be allowed under any circumstances and will be removed without notice.

10.8. Grave edging/chippings

- 10.8.1. Edging of any kind is **not permitted** anywhere on the grave or head row, kerbs which were allowed to be erected prior to 1.8.1975 are allowed to re-erected, adjoining existing kerbs, or memorials, the space between the two is to be concreted over at the expense of the person having the kerb re-erected. N.B. no new kerbs are allowed in any part of the Cemetery, nor any tomb or flat stone, except as heretofore provided, is to be laid over any grave.
- 10.8.2. The placing of any surrounds on or around grave spaces is not allowed unless forming part of the design of a previously approved memorial.

- 10.8.3. Chippings should not be placed on a grave space or in the head row (other than chippings which were allowed to be laid prior to 1.8.1975 are allowed to be replenished at the expense of the person having the chippings replenished as when strimmers/grass cutters are used chippings may be picked up and damage headstones or cause injury to operators of the machinery.
- 10.8.4. Where a fresh interment is requested in any grave to which the rights have been purchased upon which a memorial is erected, the person ordering the new interment shall be responsible for having the memorial removed prior to the commencement of any excavation. **NO EXCAVATION** will commence until this has been carried out.

10.9. Floral tributes, wreaths, trees and shrubs

- 10.9.1. Floral tributes may be placed on a grave on the day of the burial and may, if deemed necessary, be removed by cemetery staff four weeks after the burial.
- 10.9.2. Flowers must be placed in a vase, either a memorial vase in the head row or in the memorial stone vase.
- 10.9.3. The Council does not undertake to keep the plants upon any grave either under its charge or otherwise, duly watered, where special attention is required in any case, arrangements must be made with the Council.
- 10.9.4. Due to the soil on newly dug graves settling, it may not be possible to turf/seed a space for up to twelve months. The present policy of Stamford Town Council is to discourage the planting of grave spaces.
- 10.9.5. The Council reserve the right to prune, cut down, dig up and remove any of the shrubs, plants, flowers or wreaths at any time when in its opinion or that of the Cemetery Officer the same having become unsightly or overgrown, or where necessary for the purpose of allowing the grave to be used again.
- 10.9.6. An area of 4 foot by 1 foot (120cm x 30 cm) and in Lawn Sections (X & Y) 5foot by 1 foot (150 cm x 30cm) will be provided in the front of the memorial for planting of flowers, No trees can be planted in any part of the Cemetery except by the Council:
- 10.9.7. Conifers, trees and large shrubs you are **not** to be planted within the grave space or head row. Any existing planting which has overgrown the grave space will, with consultation with the exclusive right of burial holder, be removed.
- 10.9.8. All planting will be subject to approval of the Council and must be registered with the cemetery officer prior to being carried out and must not be cut or carried away without the consent of the Council or the cemetery officer first being obtained.

10.9.9. Wreaths placed on graves during the Christmas period may be removed from February onwards.

10.9.10. Cemetery personnel will remove all funeral flowers and oasis displays when they become unsightly.

11. Conduct

11.1. All visitors must conduct themselves in a quiet and orderly manner at all times. Stamford Town Council's representatives have the right to exclude or remove any member of the public at their discretion.

11.2. The Council's cemetery is managed under the terms of the 1977 Order which forms part of these regulations. Your attention is drawn in particular to the following Articles of the 1977 Order:

11.3. Offences in Cemeteries

Visitors to cemetery grounds are required to abide by the codes of personal conduct specified in the Local Authorities Cemeteries Order 1977.

Under Article 18(1)

No person shall:

- Wilfully create any disturbance in the cemetery
- Commit any nuisance in the cemetery
- Wilfully interfere with any burial taking place in the Cemetery.
- Wilfully interfere with any grave, walled grave or vault any tombstone or other memorial, or any flowers or plants
- Commit any anti-social behaviour or play any game or sport in the Cemetery.
(This is to be taken to include the discharge of any firearm, save at a military funeral.)

Article 18(2)

- No person not being an officer or contractor of the Council or any other person so authorised by or on behalf of the Council shall enter or remain in the Cemetery at any hour when it is closed to the public.

Additionally, persons entering the cemetery must not: -

- Wilfully or carelessly obstruct, disturb or interrupt any officer or member of Council staff during the exercise of his/her duties
- Behave in a manner likely to cause harm to themselves or others
- Damage, retain or remove any article structure or planting within the cemetery which is not their own property

11.4. Penalties

Anyone who commits any offence within the cemetery grounds, will incur liability upon conviction, to applicable penalties under the byelaws and/or other legislation.

Article 19

Any person who contravenes:

any prohibition under Article 5(6) (Cremated Remains) (b) Article 10(6) Article 18(1) and 18(2)(d) Part 1 of Schedule 2 (Exercise of Burial Rights) shall be liable on summary conviction to a fine of not exceeding £1000 and in the case of a continuing offence to a fine not exceeding £100 plus costs each day during which the offence continues after conviction.

12. Control of Cemetery

- 12.1.** Subject to these regulations any changes made by the Council, the general management and control of the cemeteries shall be exercised by the Bereavement Officer.
- 12.2.** All enquiries regarding the Council's cemeteries should be made to the Bereavement Officer at Stamford Town Hall. Any complaints/comments should be made to the Bereavement Officer in writing without delay.
- 12.3.** Children under ten years of age will not be permitted except under care of a responsible person. All visitors must keep to the roads and walkways and refrain from touching shrubs, flowers and memorials and observe decorum in all other respects. Provided that the Council may temporarily exclude the public from the burial grounds as often as may be desirable when in the opinion of the Council, such exclusion is advisable.
- 12.4.** All persons admitted to the cemeteries shall conform to these regulations. Every Exclusive Right of Burial holder of any earthen grave space or vault, and every person who may acquire such rights by assignment or transfer, shall be subject to these regulations.

13. Council Employees

- 13.1.** Council employees or persons contracted to carry out works on the Council's behalf are not allowed to undertake any private work in time when employed by the Council. Neither should they be offered or accept any tips or gratuities.
- 13.2.** The Contractor cannot engage in any other work of a private nature in the Cemetery, nor accept any gratuity. The taking of other work or the supply of any article in connection with this contract may subject to the termination of the contract.
- 13.3.** The Council forbids any gratuity being offered to or being accepted by any of its Contractors, under any pretence, whatsoever, or the undertaking by its Contractors of any private work in the Cemetery.
- 13.4.** The recommendation by any Contractor or employee of the Council, of any Undertaker, Sculptor, Stonemason or other Tradesman is strictly forbidden by the Council.

14. Disclaimers/responsibility for loss or damage

- 14.1.** The Council accepts no liability for any fatal injuries or other personal injuries sustained by any person entering the burial ground
- 14.2.** The Council will not be responsible for the safe keeping of or accept any liability in respect of any accident or damage to, memorials howsoever caused. The owner of the memorial shall keep it in good condition and repair, failing which the Council reserves the right to remove any broken or damaged portions of memorials, or any other items which have become unsafe, unsightly or otherwise objectionable.
- 14.3.** The Council shall not be responsible or accept any liability for orders or documents sent by post. Neither will responsibility be accepted for errors following telephone instructions.
- 14.4.** The Council has the right when necessary to gain access across any grave, mound soil on any grave and remove or replace any memorial without notice to the owner.
- 14.5.** The Council will not be responsible in any way for the care of gravestones, monuments, tombs, kerbs, vases or memorials of any description, or for any damage done thereto, but the Council reserve the right to straighten any fallen or falling memorials or headstones, but do not make themselves responsible in any other way.

15. Unauthorised gatherings

- 15.1.** It is prohibited for people to gather in any cemetery other than for the purposes of remembrance or a funeral service.

16. Vehicles

- 16.1.** Any vehicles entering the cemetery must be driven at 5 miles per hour and with due care and attention and must not be driven onto the grassed areas. Directional signs and directions must be abided. Vehicle drivers will be required to keep within the speed limit of 5 miles per hour at all times, unless stationary.
- 16.2.** Cycles must not be ridden on any pathway, but subject to the below regulation for vehicles, may be taken to the proper parking areas, and can be left at the owner's risk.
- 16.3.** Vehicles (other than maintenance vehicles and grass cutters) shall not be allowed on any grassed area of the cemetery or pedestrian walkways.
- 16.4.** No vehicle or motorcycle is allowed to park on any driveway, or to be taken along any pathway for any reason. All Drivers proceeding to or from any authorised parking area must observe all Speed Limit Signs and Direction Signs. Parking is **ONLY** allowed in the designated areas provided, at the owner's risk, and only for bona-fide visitors to the cemetery. A hearse, mourning

coach or tradesman's vehicle may, with permission, park on or obstruct any driveway, for the purpose of carrying out any special duty.

- 16.5.** The Council shall not be held responsible for any damage to vehicles or other property left in car parks, however such damage may be caused.

17. Animals

- 17.1.** Dogs are only allowed when the dog owner is visiting a grave and shall be kept on a short lead and restrained from straying off paths and drives. All dog faeces must be cleared up by the person in charge of the animal and the Dogs (Fouling of Land) Act 1996 will apply.
- 17.2.** Under no circumstances should the Stamford Cemetery be used as a dog exercising facility.
- 17.3.** Dogs are allowed in the Cemetery **ONLY** if kept on a short leash, and only if the owner is a bona-fide visitor to a grave, this area is **NOT** a dog walking site; Owners are requested to prevent dogs fouling in the Cemetery and especially on graves or if unable must always clean up after their pets.
- 17.4.** Horses (other than horses used in or as part of a funeral cortege) are prohibited in the cemeteries.

18. Music

- 18.1.** Music shall not be played or broadcast in the cemetery without the prior written approval of the Bereavement Officer.
- 18.2.** Undertakers are responsible for proving any music used at any burial service, they must also provide any organist or person to operate music.

19. Advertising

- 19.1.** No advertisements shall be displayed in any part of the Cemetery and no person shall distribute business cards, advertisements or literature.

20. Sale of goods and solicitation of orders

- 20.1.** The sale of goods, services, plants or articles, the soliciting of orders for the erection or repair of monuments or memorials or for the work connected with the grave is strictly prohibited within the cemetery, unless as part of an approved scheme.
- 20.2.** Stonemasons and other organisations shall not distribute business cards, or ask or attempt to obtain from an employee, information concerning grave owners.

21. Firearms/banners

21.1. Firearms shall not be discharged, or banners displayed within the cemetery without the prior written consent of the Bereavement Officer.

22. Photographs/films

22.1. Written permission from the Bereavement Officer must be obtained to undertake any filming, videoing or photography, other than that for personal use.

23. Rubbish

23.1. Spent flowers and other rubbish must be put in the appropriate bins provided for this purpose.

24. Sky (Chinese) Lanterns and Balloons

24.1. The Council does not allow the intentional release of balloons or Chinese/Sky Lanterns at the Cemetery

25. Duty of Care

25.1. Stamford Town Council

25.1.1. Stamford Town Council has a responsibility to ensure the cemetery is safe for all users and employees. This may include the inspection of memorials to ensure they are safe.

25.2. Memorial Masons

25.2.1. Stonemasons have a duty to ensure all work on memorials is carried out in a safe manner and that memorials are safe.

25.3. Owners of Memorials

25.3.1. In the case of memorials, the primary responsibility for ensuring they are safe rests upon the owner of the grave or memorial. It is their responsibility to ensure the memorial is maintained to a safe standard.

26. Repeal

26.1. The foregoing rules and regulations shall have effect in substitution for the rules and regulations made the 28th day of February 2017 and any other rules and regulations relating to the same subject matter and heretofore made in relation to the Cemeteries.

26.2. The Council reserves to themselves the right to make any alteration or addition to the foregoing rules and regulations from time to time as may be found necessary or desirable.

27. Appendix 1

27.1. Extract from Amenities Committee meeting 26 October 2010

New Burial Section The Town Clerk reminded the Committee that earlier in the year the new ‘Lawn’ section of the cemetery had begun to be used. In respect of the Church of England section, legal guidance had been sought in respect of consecration. The legal guidance obtained stated that Burial Grounds do not have to be consecrated. If they are, they then become subject to Church of England control and Ecclesiastical Law and not English Law. This means that any work to a plot or memorial requires a faculty from the Church of England. This is used particularly in church yards and regulates, amongst other things, memorial design and inscriptions. This ultimately might have cost implications for some of those holders of Exclusive Right. Lincolnshire Association of Local Councils has recommended that there is no obligation for the Town Council to consecrate civic cemeteries. There appears little point other than that of tradition, as the church does not make any financial contribution. Burial plots are ‘blessed’ at the time of burial across all denominations. From advice received this course of action appears to be adequate and satisfactory.

CHRONOLOGICAL HISTORY OF THIS DOCUMENT

Meeting:	Date:
Approved: Amenities Committee Meeting	01/09/2020
Ratified: Full Council	28/09/2020
Amended: Amenities Committee Meeting	03/11/2020
Ratified: Full Council	24/11/2020

To be Reviewed:	September 2021
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