

GODMANCHESTER TOWN COUNCIL

**London Road
Lawn Cemetery Regulations**

April 2022

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**V Pryce
TOWN CLERK**

1. All enquiries regarding the Cemetery are to be made to the Clerk to the Council at the Town Hall, Post Street, Godmanchester, Huntingdon PE29 2NB (01480-388870). In these regulations, unless otherwise stated, the word Council is to be read as Godmanchester Town Council.
2. The cemetery is open to members of the public during the hours of daylight only. No person shall willfully create a disturbance, commit any nuisance, willfully interfere with any grave, memorial, flowers, plants or any such matter, or play any game or sport in the Cemetery, under the Local Authorities Cemeteries Order 1977.
3. No dogs, except assistance dogs, are allowed in the cemetery.
4. No person other than an officer of the burial authority, or a person so authorized by or on behalf of the burial authority, shall enter or remain in the cemetery when it is closed to the public.
5. Cars are to be parked in the area provided, with the exception of Blue Badge holders who may park close to the graveside, ground conditions permitting.
6. Interment may take place Monday to Saturday, between the hours of 10.00am and 4.00pm. No interment may take place on Sundays, Good Friday, Christmas Day or on a Public Holiday, except by the direction of the Medical Officer of Health.
7. Forms of application for interment are available from the Clerk to the Council and should be returned not less than 48 hours before the interment, together with the due fee.
8. The Certificate of the Registration of Death must be delivered to the Clerk to the Council during office opening times and, in cases where an inquest has been held, a Coroner's Warrant. In the case of a stillborn child, a certificate in accordance with the Births and Deaths Registration Act 1953 is required.
9. The preparation of graves and all necessary excavations are the responsibility of the funeral director concerned, and all graves must be left tidy after the interment. It is also the responsibility of the funeral director to ensure that all soil remaining after the grave space has been refilled and is no longer required, is removed from the cemetery.
10. Grave plots are to be spaced 60 inches (150 cm) from the centre of one grave to the centre of the next. There is to be a space of 30 inches (76 cm) between the rows, from the headstone of one to the foot of the next, unless the spaces are specifically marked. The overall length is to be 84 inches (215 cm). All single graves are to be dug to a minimum depth of 54 inches (137.5 cm). At least 36 inches (90 cm) of earth must cover the top of the coffin, which is to be interred facing East. Double decked graves must be dug to a depth of 72 inches (182.8 cm), with 6 inches (15 cm) between coffins. If ashes are interred above a coffin, no further coffins may be added to the plot. If other arrangements are required, this must be agreed by the Town Council e.g. facing an alternative direction.

11. Ashes burial plots are normally to be in the area set aside for the purpose. Each plot is to be spaced 30 inches (75 cm) laterally and 60 inches (1500 cm) behind the next row. Ashes urns are to be buried a minimum of 12 inches (30 cm) . If a full grave plot is purchased for the interment of ashes, the same requirements for burial are required as for in an ashes plot. Ashes urns should be biodegradable.
12. No interment shall be allowed in an earthen grave unless the body is in a properly constructed coffin.
13. Undertakers shall at all times provide sufficient bearers for carrying and lowering the coffin into the grave. The undertaker, or other person having charge of the funeral, shall arrange previously with a Minister to conduct any religious service if one has been requested.
14. In the event of a Notice of Interment being cancelled after work on the preparation of the grave has commenced, the Council reserves the right to retain part or all of the interment fee.
15. Ashes of family members may be interred within the curtilage of an existing grave. Ashes can either be scattered loose or placed in a biodegradable urn. Urns or loose ashes are to be buried a minimum depth of 12 inches (300mm) below the surface of the grave. The digging of the cremation grave and the burial of the ashes must be supervised by an undertaker or an appropriate member of town council staff.
16. The Council has the authority to grant the Exclusive Right of Burial in any grave space. The Deed of Exclusive Right of Burial must be produced and shown to the Clerk to the Council when the notice of interment is produced, before a grave can be opened.
17. Flowers, wreaths and mourning cards may be placed on graves but must be removed when they have decayed or the Council will have them removed. Wreaths may be removed to the memorial area.
18. As this is a **Lawn Cemetery**, the grave surface is to be flat. The grave plot will be grass seeded or turfed by the Council as soon as practicable after the interment. **There are to be no kerbs, and vases will not be allowed after seeding or turfing, unless incorporated into the headstone.** It should be noted that grave spaces, whether with an exclusive right of burial or not, remain in the ownership of the Council. A right of burial gives only the right to inter a body and **confers no control over the surface of the grave.**
19. Headstones for graves may be erected not less than 6 months after interment. Placing of such headstones is the responsibility of the grave owner.
20. Headstones must be of a type approved by the Council and are to be no more than **27 inches (68.5cm) high (not including the base)** by 24 inches (61 cm) wide by 4 inches (10 cm) deep. They must be secured with a ground anchor system. The base is to be no more than 30 inches (80 cm) wide by 12 inches (30 cm) deep by 3 inches (8 cm) high. If a concrete base is used, the headstone must

be secured with a ground anchor system. If a concrete base is not included, the headstone must be buried to a minimum of 12 inches (30 cm) into the ground. Headstones which are not in the traditional style should fall within this measurement envelope. They must be erected in line with existing headstones. A small image, not more than 5 inches (12 cm) diameter, of the person or persons interred may be added to the headstone.

21. Plaques for buried ashes urns must be of a type approved by the Council and are to be no more than 18 inches (45 cm) square. They are to be laid in the area set aside for urn burials and the top surface of the plaque is to be flush with the surface of the grass and in line with existing plaques.
22. The Council retains the authority to remove any headstone which, in its opinion, should be removed to facilitate the opening of an adjoining grave. It will be replaced at the earliest opportunity and at no cost to the grave owner.
23. Headstones may not be removed from the cemetery by any person other than the Council, unless the consent in writing has been received by the Clerk of the Council from the owner of that headstone or their representative. Headstones must be kept in good repair by the owner, or their representative, and the Council reserves the right to remove any which are not so kept or are considered to be dangerous. Any headstone considered by the Council to be unsafe will initially be labeled as such. If the owner of the grave can be identified, they will be responsible for the cost of repairing and/or securing the headstone.
24. Stonemasons, or other persons engaged in erecting a memorial, must perform the work in accordance with these regulations. Headstones must be prepared ready for fixing before being taken to the cemetery. All tools must be removed afterwards. The work is carried out at the sole risk and liability of the person executing it and any damage caused shall be made good to the satisfaction of the Council. Stonemasons may add their details discretely on the reverse of the headstone in letters not more than 1.5 inches (15mm) high.
25. The above regulations and the following prices, which will be reviewed in February each year to run from April to March, may be altered, added to or amended as decided by the Council.

Vicky Pryce
Clerk to the Council
April 2022

CEMETERY FEES

ADMINISTRATION FEES	BURIAL of COFFIN	BURIAL of ASHES following cremation
*Purchase of appropriate plot including burial rights. To include interment of ashes of family members	Grave plot £1,500	Ashes plot £1,000
*Interment under the age of 18	No Charge	No Charge
*Interment age 18 and over	£1,250	£700
*Headstone/Plaque including initial inscription	£375	£350
*Additional inscription	£200	£200
*Interment of ashes into full size grave	Not Applicable	£700
Transfer of Deed of Grant	£62.50	£62.50

Reservation of Plots

Plots can be reserved for a period of 25 years, subject to payment of the full cost of a purchase of a plot. Three months from the termination date plot owners would be offered a renewal at the rate current at the time. This reserve facility would not be available for non-residents.

***Godmanchester Residents**

Please note that Godmanchester residents will be offered a 75% discount on these items * as agreed by the Council.

Amendment History:

Paragraph	Detail	Approval Date
Original	Initial Version	October 2017
Review	Review and Re-adopted	April 2021
Review	Review and readoption	April 2022