

Shepherdswell *with* Coldred  
 Parish Council

PARISH CEMETERY

REGULATIONS  
AND  
TABLE OF FEES

Ratified by Shepherdswell with Coldred Parish Council on 19-03-2025

Amended with effect from 01-04-2025

# SHEPHERDSWELL WITH COLDRED PARISH COUNCIL

## TABLE OF FEES

The Cemetery is for the residents and past residents of the Parish of Shepherdswell with Coldred, at the discretion of the Parish Council.

Fees, payments and sums fixed and settled under the Local Authorities' Cemeteries Order 1977 by Shepherdswell with Coldred Parish Council on 19 March 2025 and operative from 1 April 2025.

The fees, payments and sums set out below apply where the person to be interred or in respect of whom the right is granted is, or immediately before his or her death was, a resident of Shepherdswell with Coldred Parish.

In the event of the interment of any child under the age of 18 or still-born child born to persons in the categories described in the previous paragraph a nominal fee of **£1.00** will be charged for purchase of the grave and interment.

In all other cases, the fees, payments and sums will be **doubled**, except that those set out in parts 1 and 4 will not be doubled where the exclusive right of burial in the grave in question, or the right of constructing the grave, was acquired at the single fee set out in Part 2 or Part 3.

### PART 1. INTERMENTS

The fees indicated for the various heads of items 1 and 2 do not include the digging of the grave, or the services of a Minister of Religion.

1. For the interment in a grave (including the re-opening of a grave) of the body of a person whose age at the time of death exceeded 17 years **£280.00**
2. For the interment of cremated remains in a grave in respect of which an exclusive right of burial has been granted **£140.00**

### PART 2. EXCLUSIVE RIGHTS OF BURIAL IN EARTHEN GRAVES

1. For the exclusive right of burial in an earthen grave 2.44m by 1.22m **£420.00**  
For a plot 2.44m by 2.44m the charge is **doubled**
2. For the exclusive right of burial of cremated remains in an earthen grave 1.22m by 1.22m **£210.00**

### PART 3. WALLED GRAVES

1. For the right to construct and for the exclusive right of burial in a walled grave 2.44m by 1.22m **£420.00**. For a walled grave 2.44m by 2.44m the charge is **doubled**  
Walled graves must not exceed 10 inches above ground level

The fees indicated for the various heads of Parts 2 and 3 include the Deed of Grant and all the expenses thereof.

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### PART 4. HEADSTONES, CROSSES, TABLETS AND MONUMENTAL INSCRIPTIONS

For the right to erect or place on a grave in respect of which the exclusive right of burial has been granted (including first inscription): -

1. A Headstone or Cross not to exceed 1.4m in height by 0.92m in width **£150.00**
2. A Tablet measuring 0.5m by 0.3m for grave spaces, or 0.3m by 0.3m for plots containing cremated remains **£65.00**
3. Each additional inscription **£45.00**

In the event of the internment of any child under the age of 18 or stillborn to persons in the categories described above, a nominal fee of **£1.00** will be charged for the erection of a Headstone Cross or Tablet (including first inscription) on a grave for which the exclusive right of burial has been granted.

### PART 5. SEARCHES ETC

1. Search of register book **£30.00**
2. Certified copy of an entry of burial in the register book **£40.00**

## **SHEPHERDSWELL WITH COLDRED PARISH COUNCIL**

The Cemetery is situated in Coldred road, practically opposite St Andrew's Church. It was acquired by the Parish Council (as the Burial Authority) in 1957 and the first interment took place in 1961. In accordance with a decision made at a Parish Meeting on 5th March 1958 lawn burials only are allowed.

A portion of the Cemetery has been consecrated for burials in accordance with the rights of the Church of England; a portion is also reserved for Roman Catholic burials; the remaining portion consists of unconsecrated ground. Plots of half the normal size are available for the interment of cremated remains.

The exclusive Right of Burial in a grave space, for a 99 year period, can be purchased and this entitles the owner of such Right to determine who shall be interred in the grave. It is most important to inform the Undertaker at the time of the first interment of the number of burials which it is intended should take place in the grave.

If the Exclusive Right of Burial is not purchased at the time of the first interment then the grave is in effect a public grave and responsibility for any subsequent interment in it lies with the Burial Board.

### **REGULATIONS**

1. All graves must be made under the direction of the Burial Board using the NAMM Code of Working Practice. All burial and grave digging procedures should be carried out in accordance with ICCM guidance or equivalent. No mound of earth is to be raised over a new grave once the ground has settled. Palisades will not be allowed.
2. Notice of interment in an earth grave must be given at least two clear days beforehand, and at least four clear days before an interment in a brick grave. Such notice is to be given to the Clerk to the Burial Board in the form provided.
3. No burial can take place before 9 a.m. or after 4 p.m. without the special permission of the Clerk. No burials are allowed on Sundays, Christmas Day, Good Friday or on any statutory Bank Holiday.
4. All fees and charges relating to interments are to be paid at the office of the Clerk at the time the notice is given. The Registrar's Certificate of Death (or the Coroner's Warrant when required) must be produced at the time of interment. The Undertaker or other person having charge of a funeral must arrange with the incumbent or other Minister to be present to perform any religious ceremony thereat.
5. Coffins of wood or wood-pulp materials only will be allowed in earth graves.
6. No body shall be buried in a brick grave unless the coffin is separately entombed in an air-tight manner, i.e. by properly cemented stone or brickwork which is never to be disturbed.
7. When more than one body is interred in an earth grave, a layer of earth not less than twelve inches in thickness must be left between each coffin and the next interred above it.
8. No grave less than 2m in depth will be allowed and a clear depth of 1.25m of earth must be laid at the top of any earth grave and finished with top soil. Earth to the depth of 0.45m and turf must be placed over every brick grave. All surplus chalk shall be removed from the Cemetery by the Undertaker or his contractor.

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9. Before any interment after the first in a grave in which the Exclusive Right of Burial has been purchased, the written consent of the owner or his representative must be obtained and left at the office of the Clerk with the notice of interment.
10. The owner of an Exclusive Right of Burial shall not transfer such Right to any person other than a relation by blood or marriage without the consent of the Burial Board. All transfers must in any case be notified in writing to the Clerk.
11. A drawing showing the form and dimensions of every headstone and a copy of every inscription proposed to be placed in the Cemetery must be submitted to the Clerk for approval by the Burial Board. Each headstone must have engraved on it the number of the grave. No ornamentations in cement or any other composition, or any erection plastered on the surface with any composition will be permitted.
12. Headstones must not be more than 1.4m in height from the ground or more than 0.92m in width. All fees for the erection of headstones etc. must be paid at the office of the Clerk prior to any work being carried out in the Cemetery.
13. All materials and headstones, etc., must be conveyed into the Cemetery by hand, or in carts or trucks, but due regard must be had to the condition of the ground. Any damage caused by the bringing in of any such materials must be made good by the person or persons causing such damage.
14. All headstones must be kept in good repair by the owners or they will, after due notice, be liable to be forfeited to the Burial Board.
15. Flowers are permitted on graves but they must be placed in a single holder, such holder to form part of the headstone or to be stood on the headstone base; if there is no headstone the holder must be stood on the ground in the line of the headstones. Glass vases are not to be used and dead flowers must be removed as soon as possible. The Burial Board reserves the right to remove dead flowers, if necessary.
16. Trees or shrubs must not be planted in grave spaces.
17. No children under 10 years of age are allowed in the Cemetery unless under the care of a responsible person.
18. No dogs are allowed in the Cemetery.
19. Any person doing wilful damage within the Cemetery or creating a disturbance at any funeral therein is liable on conviction to a fine of £100.
20. The plan of the Cemetery may be consulted and the Register searched at the office of the Clerk, and certificates can be obtained from him on any week-day between 2pm and 6pm provided prior notice is given.

### **Jan Rousell - Parish Clerk & Clerk to the Burial Board**

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