

STAPLEFORD PARISH COUNCIL REGULATIONS – OLD CEMETERY

1. The word 'Parishioner' used in the table of fees means a person who, at the time of death was inhabitant of the area of Stapleford and also up to a minimum of 12 months before death.
2. The word 'Non-parishioner' includes every person who is not a 'Parishioner' as before defined.
3. These criteria apply to all persons save for babies and Stapleford Parish Council has the discretion to waive fees if deemed appropriate.
4. On the occurrence of a death, notice of interment shall be given on the printed form supplied by Stapleford Parish Council on which all the particulars requested shall be clearly stated.
Notice of interment shall be given to the appropriate officer of Stapleford Parish Council. After notice of interment has been given, any alteration in the arrangements shall be subject to the consent of Stapleford Parish Council.
5. The person arranging the burial shall be responsible for the attendance of a Minister of Religion to officiate at the burial service and for the payment of the requisite fee to the said person and any other fees relating to the actual burial ceremony.
6. In selecting the grave space for interment the wishes of applicants shall be met as far as may be deemed practicable, but in all cases the situation shall be subject to the approval of Stapleford Parish Council.
7. No rodding of graves shall be permitted without permission.
8. A double depth plot may accommodate up to 2 coffin burials and up to 6 ashes interments, which must be on top of the last coffin. No coffin to be interred on top of an ashes interment. An ashes plot may accommodate up to 6 ashes interments.
9. The fees and payments are to be in accordance with the Table displayed on the web site. Fees are normally payable by the funeral director but if one is not being used all fees must be paid in advance.
10. No burial of a body or cremated remains or memorial work shall take place before 10.00am or after 4.00pm without special permission. No burial shall take place on Saturdays, Sundays, Christmas Day, Good Friday or Public Holidays without special permission.
11. The appropriate certificate for disposal issued by a Registrar or Deputy Registrar of Births and Deaths or a Coroner's order for burial shall be delivered to the Cemetery Officer prior to the funeral entering a cemetery.
12. A certificate issued by a Cremation Authority shall be required for the disposal of cremated remains. Coffins or caskets of suitable material shall be used, and must clearly be identified with the name of the deceased.
13. When a burial has taken place the grave will be filled with earth and the surface covered with any flower arrangements delivered to the graveside. The flower arrangements and wreaths, when dead, will be removed by the cemetery staff.
14. A temporary wooden cross with the name and grave number of the deceased must be placed on the grave for six months to enable family and friends to locate the grave.
15. All graves shall be dug and excavated by a gravedigger appointed by a funeral director recognised by Stapleford Parish Council.
16. The burial of cremated remains where no grave exists shall be in that portion of the Cemetery set aside for this purpose.
17. No interment of cremated remains in an earthen grave in which the interment of a body has occurred shall be permitted unless the right of burial in the grave has previously been purchased.
18. Cremated remains shall not be scattered in any part of the Cemetery.
19. On the grant of a right of burial for a period of 100 years in a grave space the Grantee shall be entitled to, and shall receive a formal grant signed by the appropriate

Stapleford Parish Council officer in respect of the same. No grant of burial right is transferable without the consent of Stapleford Parish Council.

20. Stapleford Parish Council reserve the right to prune, cut down, and remove any tree, shrub, planter or turf over any grave at any time when in their opinion the grave is unsightly and overgrown. Planting of grave spaces with any vegetation that may grow into a tree or shrub is not permitted as the roots damage the memorial stones and cause difficulties in maintaining the grounds. Planting that exists prior to these regulations will only remain at the discretion of the Council who will attempt to contact relatives prior to undertaking any work.
21. No glass vases, jars, stone chippings (only allowed on suitable kerb sets) or artificial flowers allowed. Planting of small hardy plants, bulbs or flowers is allowed at head end of grave but no lavenders or rose bushes may be planted.
22. Application to erect or place a memorial on a grave space shall be made to Stapleford Parish Council on which the applicant must give a specification of materials to be used and a copy of every proposed inscription together with the dimensions and a drawing to scale of the proposed memorial. This must be accompanied by the requisite fee. Formal approval must be given before any work may commence. Fees for memorials must be paid before the work is begun in respect of the work for which they are payable.
23. Memorials are to be of natural stone or of acceptable coloured reconstituted stone only. Memorials of concrete, wood, pottery, plastic, metal or fibreglass are not permitted with the exception of temporary wooden crosses. No memorial shall be erected or placed on a grave or removed there from until the owner of the grave space has been granted permission to do so.
24. If memorials become unsafe or unsightly headstones will be laid flat and kerb sets will be removed after a period of twelve months. Repairs to any such memorials are to be arranged by the relevant families. Ornaments only are to be placed on or around the headstone.
25. Stapleford Parish Council shall not be liable for damage to any memorial in the cemetery caused by storm, wind, subsidence, vandalism and any other substance.
26. Kerb stones must be flush with the grass surround to enable the grass to be easily cut and not cause undue costs to the Council.
27. During opening or re-opening of a grave it may be necessary to place soil on neighbouring graves. If this is the case the adjacent graves will be adequately covered to protect them and any such soil shall be removed and any reinstating of ground etc., will be completed within 24 hours of the burial.
28. Any subsidence will be rectified by the cemetery staff as soon as possible after the burial.
29. No motor vehicles are permitted on main driveways unless being used by the grave diggers or undertakers in the discharge of their duties.
30. Stapleford Parish Council does not accept responsibility for any damage or loss occasioned to any person, vehicle, and equipment or otherwise within the cemetery.
31. Any litter must be deposited in the bins provided or taken away from the Cemetery.
32. Dogs to be kept on a lead and no cycling is allowed.
33. Stapleford Parish Council reserves the right to revoke or amend any of the foregoing Regulations from time to time.