



## **Cemetery Rules and Regulations**

### **With respect to the Management of all the Cemeteries Lying between Park Road and Edinburgh Walk, Holbeach and Hall Gate, Holbeach**

In the construction of these Regulations the following words and expressions shall have the meanings hereinafter respectively to them unless such meanings be repugnant to or inconsistent with the context or subject matter in which such words or expressions occur; that is to say;

"The Council" means the Parish Council of Holbeach:

"The Cemetery" means the Cemeteries provided by the Council and situated as aforesaid:

"Grave" means a burial place formed in the ground by excavation and without any internal wall of brickwork or stonework or any other artificial lining:

The Cemeteries will be open for access by pedestrians only at reasonable hours; this is to say that from 9am until sunset. The Council reserve the right to make such closures as may be necessary for repairs, emergencies or any health and safety matter as the Council see fit.

### **Rules**

1. Notice of any intended interment shall be given at the Office of the Clerk to the Council, between the hours of 09:00am and 16:00pm Monday to Friday. No notice will be received on Saturdays and Sundays. The notice must be given one week previous to a common interment. Exceptions to this regulation will be made in cases of epidemic disease.
2. The Notice to be given shall be as follows: The party making the application must be prepared with the Registrar's or, Coroner's certificate of death or cremation certificate, with information as to the place of residence of the deceased, the portion of ground in which it is intended the burial shall take place, the name of the minister, or preacher to officiate; the day and hour appointed for the intended burial, burial type, Cemetery area, name and age of the deceased and place of death and the size of the coffin.
3. No burial shall take place before 10:30am in the morning or after 15:00pm Monday to Friday.
4. The Council have fixed and settled fees, payments, and sums to be paid for all such fees.
5. Grave spaces are assigned by the Council.
6. No more than one body shall be buried in any grave space, except in the case of infants whose coffins are not more than three feet long. Internments will only be allowed where the grant of burial can be supplied, at the discretion of the Proper Officer at the time of application.
7. Coffins only of wood or biodegradable material will be allowed.
8. That only monumental erections (please see Memorial policy and regulations) of such a form and build as not to interfere with the future interment shall be placed at the top of the common grave spaces. No Glass to be displayed, porcelain or free-standing objects to be within a space of 2 ½ feet wide and 2 feet deep at the head of the grave space, this is to include the space needed for any headstone. Only where a grant of memorial has been agreed and supplied by the Council can any memorial be placed into the cemetery. This memorial and its upkeep will remain the responsibility of the grantee for the life of the grant. The Parish Council reserve the right to manage any memorial in line with its Memorial Policy and Regulations.
9. The depth of graves and the levelling thereof shall be subject to the supervision and direction of the Council.
10. No interment shall take place in the Chapels, or in any part of the cemetery, except in the grave spaces as marked upon the plans.



11. All earthen graves shall be dug by the allotted Grave Digger; ashes internments will be dug by Parks & Cemeteries Staff.
12. All materials, gravestones and monuments shall be conveyed into the burial ground by hand or on carts or trucks with wheels of not less than four-inch tyre using the hard paths provided.
13. All gravestones, monuments, memorials, vases, and inscriptions shall be subject to the approval of the Council; and a drawing showing the form and dimensions of every gravestone and monument proposed to be erected, together with a copy of the inscription intended to be cut or made thereon, must be left at the office of the Clerk to the Council. All such gravestones, monuments, memorials, and vases shall be placed at the head of the grave space and no kerb or other objects shall be placed on the rest of the grave. The Parish Council reserve the right to remove any items which infringe the cemetery rules.
14. Grave numbers on Monuments must bear the identification number of that grave, cut at the foot of all monuments and gravestones, so as to be visible when erected.
15. All Memorials should be insured (if required) and are the responsibility of the family. The Parish Council takes no responsibility for the Memorial.
16. Maintenance of grave space shall be the responsibility of the Council (Home Office rules). The Council will keep the grassed areas mown at their own expense but will not undertake to keep clean or maintain memorials, which matter shall be the responsibility of the owner of the Exclusive Right of Burial. Areas near the head of grave spaces will be the responsibility of family if other objects are placed in the permitted area to keep tidy. All tributes and wreaths must be removed within six weeks of placement.
17. Gravestones will be inspected as required by law on a regular basis. Should gravestones be found to fail the required topple testing, the stone will be staked and banded, and the owner of the Exclusive Right of Burial informed by whichever means is available to Holbeach Parish Council. If in the opinion of the Council any monument, kerb, rail, or erection is not maintained in a good and sufficient manner, the Council shall be at liberty either to execute such works as may be necessary and recover the amount or may remove and dispose of such monument, kerb, rail, vault or erection.
18. No permanent planting to be carried out in or near a grave space.
19. Plastic or Silk Flowers are allowed providing they remain in good condition. Those failing this rule, such as fading by age or weather will be removed with the Council's decision being final.
20. No benches or seats are allowed.
21. No parking of vehicles on cemetery grass.
22. A register of the burials is kept at the Office of the Clerk to the Council, where at all reasonable times and by appointment, searches may be made, and certificates obtained upon payment of the proper fees.
23. That grave spaces in any part of the cemetery may be available for an Exclusive Right of Burial for a period of ninety-nine years, upon payment of the appropriate fee. This Grant of the Exclusive Right of Burial shall be conveyed via a certificate from the Parish Council and gives right to burial for the proper owner only as governed by these rules. This limited right of grant may not be transferred without the authority of the Proper Officer following the Parish Councils procedures at the time of the request.
24. That no purchaser of an Exclusive Right of Burial shall convey, assign, or transfer such rights, without the sanction in writing of the Council having been first obtained.



**Exclusive Rights of Burial**

Exclusive Rights of Burial are available to anyone to purchase for a period of ninety-nine years.

When the owner of an Exclusive Right of Burial passes away, the Exclusive Right of Burial becomes part of the deceased persons estate. The beneficiary of the estate must apply for a transfer using an official document (Grant of Probate, Grant of Letters of Administration). This beneficiary then becomes the owner of the Exclusive Right of Burial and then has a right to apply to erect a Memorial. Memorials will only be Granted to those persons who can prove ownership of the Exclusive Right of Burial.

In the absence of either a Grant of Probate or Grant of Letters of Administration, ownership can be transferred to the person or persons entitled, by the use of a Statutory Declaration to confirm details, please refer to the Clerk for relevant documentation.

Please note that in legal terms, the General Data Protection Regulation (GDPR) and the Data Protection Act 2018 no longer applies to identifiable data that relate to a person once they have died.

I\* / We\* the below agree to the terms and conditions relating to the cemetery rules & regulations as above.

Print Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Version	Date Approved	Amendments Made	Next Review Date
V1	12/10/2018		
V2	09/08/2021		11/04/2022
V3	19/04/2022		11/04/2023
V4	April 2023		April 2024
V5	08-04-2024	Added GDPR & Signatory Agreement	April 2025