

**Dethick, Lea & Holloway Parish Council  
Burial Ground Regulations**

**Holloway Cemetery  
Church Street, Holloway, Derbyshire**

## **1. Introduction**

1.1. These regulations apply to Holloway Cemetery, Church Street, Holloway, Derbyshire.

## **2. Contact Details**

2.1. All funeral bookings, general enquiries and comments regarding the cemetery should be directed to:

The Parish Clerk

Tel: 01629 706222

Email: [parishclerk@dethickleaandholloway.org.uk](mailto:parishclerk@dethickleaandholloway.org.uk)

2.2. These Regulations are in addition to the provisions of the Local Authorities Cemeteries Order 1977 and any other appropriate regulations currently in force.

## **3. Admission to the Cemetery**

3.1. The cemetery is open for visitors every day of the year.

3.2. The cemetery is a place of peace and quiet reflection. It is also a workplace. Visitors to the site are welcome, but please respect the special nature of the site, the needs of other users, and safety factors. No games, sports, riding of bicycles, skateboards, roller blades or similar activities are allowed in the cemetery. No consumption of alcohol or drugs may take place within the cemetery.

3.3. Any person creating a nuisance or a disturbance, such as interfering with a funeral, grave, headstone, flowers, trees etc, will be required to leave the cemetery immediately and may be the subject of subsequent legal action.

3.4. Children under the age of 14 are welcome in the cemetery, but must be supervised by a responsible adult. It is particularly important that children are not allowed to climb on any monuments, trees or other items within the cemetery.

3.5. No dogs are permitted in the cemetery with the exception of Guide Dogs, Hearing Dogs or other recognised Assistance Dogs, or with the express permission of the Parish Clerk.

3.6. No vehicles (except wheelchairs and pushchairs), cycles or horses are permitted in the cemetery.

3.7. Visitors with disabilities or other special requirements are warned that access to the cemetery is by way of steps and that most of the cemetery is on a steep hillside.

#### **4. General Regulations**

- 4.1. No employee of the Council is allowed to take any gratuity, or to undertake paid private work of any kind in connection with the cemetery either in their own time or during their employed hours.
- 4.2. No person shall canvass or solicit business in the cemetery.
- 4.3. All fees for interments or memorial works must be paid in full to the Parish Council in advance.
- 4.4. The Parish Council will publish a scale of fees and charges annually.
- 4.5. Cremated remains may not be scattered in the cemetery. A section of the Memorial Gardens adjacent to the cemetery may be used for this purpose by arrangement with the Parish Clerk.
- 4.6. The Parish Council reserves the right to amend these regulations and to deal with any circumstances or contingency not provided for in the regulations as necessary.

#### **5. Graves**

- 5.1. The selection of grave spaces shall be at the final discretion of the Parish Council, but the wishes of applicants will be met wherever possible.
- 5.2. The Exclusive Right of Burial for a grave can be purchased for a period of 99 years. The Exclusive Right of Burial also allows a memorial, as defined in para. 9 below, to be placed on the grave.
- 5.3. The Exclusive Right of Burial cannot be purchased in advance of the death of the person who is the subject of the first burial in that plot.
- 5.4. The Exclusive Right of Burial can only be transferred to another person via the legal process laid out in the Local Authorities Cemeteries Order 1977.
- 5.5. Memorials will be permitted only on purchased graves. Memorials must conform to the regulations given in para. 9 below.
- 5.6. The types of graves available are Lawn Graves and Cremated Remains Graves.
- 5.7. Lawn Graves should be 1.2m wide, with a maximum length of 2.4m and are laid to lawn. Cremated Remains Graves are a plot that is either 600mm or 900mm wide (depending upon the position and the terrain and is along the line of a pathway) x 300mm and are for the burial of cremated remains only. These dimensions and the character of the grave must be adhered to in all cases.

- 5.8. Both types of grave may be used for a maximum of two interments only unless permission to exceed this limit is given by the Parish Clerk.
- 5.9. Graves are not excavated or prepared by the Parish Council. This is the responsibility of the Funeral Director / Undertaker to arrange with a gravedigger. The gravedigger to be employed must be agreed in advance with the Parish Clerk. No other person or company will be allowed to undertake any excavation within the cemetery except with the express permission of the Parish Clerk.
- 5.10. The depth of each Lawn Grave for the original burial will be 2.2m and be in accordance with the provisions of the Local Authorities Cemeteries Order 1977.
- 5.11. When graves are prepared, any turf and spoil should be neatly heaped as tidily as possible and not deposited on existing graves. Open graves must be adequately covered and made safe.
- 5.12. Following the interment, the Funeral Director / Undertaker will arrange for the grave to be filled in immediately. The Funeral Director / Undertaker will also arrange for the levelling of the grave and either re-turf or topsoil and seed it as appropriate and it is their responsibility to ensure that all waste and spoil is removed from the site and the area left in a tidy condition.

## **6. Coffins**

- 6.1. Coffins and urns for burial must be made from suitable bio-degradable materials such as wood, wicker, cane, bamboo, wool, cardboard etc.

## **7. Booking of Interments**

- 7.1. A provisional booking for a funeral may be made by contacting the Parish Clerk.
- 7.2. The provisional booking should be followed up by the submission of a completed Notice of Interment Form. These forms are available from the Parish Clerk. Receipt of the fully and correctly completed Notice of Interment will act as confirmation of the provisional booking.
- 7.3. Allocation of burial plots will be determined by the Parish Clerk in accordance with para.5.1 *above*. Plot numbers will be notified to the relevant funeral director.
- 7.4. If the grave has been purchased and a first burial has been made therein the written permission of the registered grave owner must be obtained before the grave is reopened for a further interment.
- 7.5. It is the responsibility of the person making the funeral arrangements to ensure that any memorial on the grave is removed and reinstated where that is to be the case.
- 7.6. The Certificate given by the Registrar of Births and Deaths or an order of the Coroner must be given to the Parish Clerk prior to the funeral.

7.7. The Parish Council will determine the appropriate fees to be paid for the funeral, which must be paid to the Parish Council in accordance with para.4.3 above.

## **8. Interments**

8.1. Funerals will normally be permitted on weekdays only (excluding Bank or other Public Holidays) and between the hours of 09.30 – 15.00. It may be possible to arrange funerals outside these times by arrangement with the Parish Clerk.

8.2. The time appointed for an interment must be punctually observed.

8.3. Any floral tributes from the funeral will be placed on top of the grave following backfilling, and will be allowed to remain in place for a minimum of 14 days after which they will be removed and disposed of.

## **9. Memorials**

9.1. Each Lawn Grave burial plot is permitted to have one headstone. Each Cremated Remains Grave is permitted to have one kerbstone that edges the pathway. In addition, a vase made of stone or other unbreakable material is permitted, but must be placed adjacent to the headstone or kerbstone. All memorials must be contained within the area that is defined as the purchased plot.

9.2. The maximum dimensions for Lawn Grave memorials are:

- Headstone & base –800mm high x 610mm wide with a maximum foundation width of 915mm.

The maximum dimensions for Cremated Remains Graves memorials are:

- Kerbstone –Either 600mm or 900mm long x 300mm high x 100mm deep.

The maximum dimensions for a Stone vase are:

- 300mm high x 200mm x200mm. Kerbstones must be made of a light-coloured stone in keeping with existing kerbstones.

9.3. All memorials fixed in the cemetery must comply with British Standard 8415.

9.4. Details of the headstone, kerbstone or vase, showing dimensions, materials to be used, and the proposed inscription must be submitted to the Parish Clerk for approval and no memorial may be installed before the approval has been given.

9.5. Only memorial masons that are BRAMM or NAMM accredited, and only those that hold a current BRAMM or NAMM Fixer Licence, will be allowed to work in the cemetery. Fixers who

do not hold a BRAMM or NAMM Fixer Licence will only be permitted to work under the direct supervision of a mason who holds a BRAMM or NAMM Fixer Licence.

- 9.6. Fences and edging stones or other forms of enclosure may not be erected around a grave. On lawn graves, planting, in accordance with para.10.5 below, must be confined to the head of the grave and no objects must be placed along the length of the grave.
- 9.7. Before any memorial may be erected or works undertaken to an existing memorial, an application must be submitted to the Parish Clerk on the appropriate application form.
- 9.8. Memorials must be constructed of materials suitable to the environment and the period of the grave lease. The Council reserves the right to reject an application for any memorial that it deems unsuitable.
- 9.9. The memorial mason must inscribe the company name only on the reverse of the stone towards the base in lettering not more than 25mm high. No trademark, phone number or other advertising will be allowed. The memorial mason must also inscribe the grave number towards the bottom right hand side of the reverse of the memorial in letters not exceeding 25mm high.
- 9.10. Memorial masons must remove all arisings from the cemetery at the conclusion of their work, and must leave the area in a tidy condition. It is not possible for memorials to be stored in the cemetery prior to re-fixing following a burial – all such memorials must be removed from the site by the memorial mason appointed to remove the memorials for the purpose of reopening the grave.

## **10. Care of Graves and Memorials**

- 10.1. All memorials erected are the sole responsibility of the owner and the Parish Council shall not be held responsible for any damage to, or caused by, the memorial howsoever incurred. The memorial remains the responsibility of the grave owner during the lease period of the grave. The Parish Council reserves the right to repair or make safe any memorial which becomes unsafe or falls into disrepair, and to recover any expenses from the registered owner. The Parish Council will undertake routine safety checks on all memorials, and will notify the grave owner at the last recorded address of any necessary works to make the memorial safe. The grave owner will be given a period of 6 months from the date of the letter to affect the necessary repairs. The Parish Council reserves the right to make safe on a temporary basis any memorials that pose a threat until such works are completed. This may include lowering a memorial to the ground. If the grave owner does not arrange for the repairs to be made, the Parish Council may repair or remove the memorial at the owner's expense.
- 10.2. The owners of graves are advised that an insurance policy that covers damage to the grave may be obtained through the Funeral Director/Undertaker.

- 10.3. Grave spaces must be kept in a neat and tidy condition. The disposal of flowers and litter is the responsibility of the grave owner.
- 10.4. All flower holders or other items left on graves must be made of non-breakable material. Any items left on graves are at the owners' risk and the Parish Council cannot be held responsible for any theft or damage to them howsoever caused. The Parish Council may remove any articles from any grave that are likely to cause risk, damage or offence to other visitors to the cemetery or which interfere with the Parish Council's maintenance of the site.
- 10.5. No trees or shrubs may be planted on graves. Only bulbs, such as daffodils and crocus, may be planted on graves. The Parish Council may remove any plants that it considers unsuitable or that infringe on other grave spaces or interfere with the maintenance of the cemetery.
- 10.6. No garden ornaments, trinkets, wind chimes, wind mills or other memorabilia should be left at the cemetery. The Parish Council reserves the right to remove and dispose of such items.