



## **YELVERTOFT BURIAL GROUND (CEMETERY)**

### **BURIAL REGULATIONS**

**The regulations set out below apply to interment and to reservation of Exclusive Right of Burial in the YELVERTOFT BURIAL GROUND (CEMETERY), Northamptonshire.**

The Burial Authority for the Yelvertoft Burial Ground (Cemetery) is the Yelvertoft Parish Council who appoint a responsible person to oversee all activities related to the Burial Ground (Cemetery), the 'Burial Officer'.

1. All persons who are resident in the Parish of Yelvertoft, or have ever resided in Yelvertoft, are entitled to be interred. A still-born child is entitled to interment providing at least one parent is resident in the Parish of Yelvertoft at the time of interment. All persons who have been granted Exclusive Right of Burial are entitled to interment irrespective of their residence at the time of death. All plots are leased for a maximum period of 99 years. The Burial Authority may consider requests for an extension to this period. Any extensions granted will incur the Burial fee as at the time of request for extension. Should the Burial Authority not grant an extension they reserve the right to relocate remains to another area of the cemetery, which may be a shared grave.
2. Details of charges for interment (burial) and exclusive rights of burial (reservation) are detailed in a separate charges sheet. All charges for interment must be paid for at least 7 days prior to interment. The purchase of exclusive rights of burial must be paid for when the application for exclusive rights is granted. Reservations are for burials only, not cremated remains. Exemptions at the discretion of the Burial Officer.
3. A Certificate for Burial must be produced in the name of the Parish or District from which the body is removed. This, together with all other information required, must be delivered to the Burial Authority at the time the order is given for interment.
4. Interments should only take place between the hours of 10.00 am and 5.00 pm on Mondays to Saturdays inclusive. Any interment outside these hours may only take place with the specific approval of the Burial Authority.
5. Five days prior notice is to be given of an interment in an earthen grave and seven days if a vault or brick grave is required, exclusive of Sunday in each case. Notice is to be given to the Burial Authority, who shall be responsible for the allocation of grave spaces. Special arrangements will be made in cases of infectious disease.
6. The Burial Authority does not employ a grave digger, although details of a local grave digger can be supplied. The excavation of all graves will be the responsibility of the undertaker concerned but must adhere to the 'Grave Digging Policy'. Vaults and brick graves will be made by and at the expense of the persons requiring the same under the supervision and to the satisfaction of the Burial Authority.
7. One headstone not exceeding 3ft (91cm) in height and one flower container is permitted on each interment grave space. One flower container built into the base of the headstone is permitted. Glass flower containers are not permitted. In the case of cremated remains

one small size headstone 18” wide x 24” high only is permitted. Other monuments are not permitted. Only single base headstones are permitted. Every headstone must have engraved on the rear bottom left corner the grave number.

8. A drawing of every proposed headstone with dimensions and a copy of the proposal inscription for the headstone or cremated remains marker stone, must be submitted to and approved by the Burial Authority before such stone can be placed in the burial ground. Any proposed subsequent inscription must be also submitted to the Burial Authority for approval. No stone or monument is to bear the name of the maker. Any mason must be a member of the BRAMM scheme or NAM so we can ensure that they are properly qualified and the headstones will be erected safely and properly. All headstones must be securely erected with the headstone mechanically fixed to the base stone and the base stone to be secured with ground anchors.
9. All graves and vaults, together with any headstone or monument which is erected thereon must be maintained in a safe condition and kept in repair by the owner or his or her representative. The Burial Authority accept no responsibility for the maintenance of any such graves and vaults or headstone or monument erected thereon. In the event of a memorial becoming unsafe the Burial Authority reserves the right to make it safe in any appropriate manner. If the Burial Authority determines that a headstone or plaque needs work carried out for safety reasons all reasonable efforts will be made to contact the next of kin to carry out the works. If after six weeks, the next of kin cannot be contacted or they do not take any action, the Burial Authority reserve the right to contract a BRAMM or NAM stonemason to carry out the works. The cost of this work will be passed to the next of kin once contact is made. Should the next of kin not wish to pay for the safety works then they will need to remove the headstone or plaque from the cemetery within 6 weeks. If not removed, the Burial Authority reserve the right to remove it and will make all reasonable attempt to secure it safely, however, no responsibility will be taken by the Burial Authority for its safety or security. When requesting to erect a headstone details of three next of kin need to be provided to the Burial Officer. Such details will be kept on file so persons can be contacted with any queries on the grave or headstone. All reasonable efforts will be made to contact those persons annually to ensure that details are kept up-to-date. The onus is on those persons to inform the Burial Authority of any change of contact details or next of kin.
10. After any interment the grave must be left in a tidy condition. Any spare soil must be carefully deposited in the appropriate place, as designated by the Burial Authority. All planting and cultivation on the surface of the grave spaces is subject to the approval of the Burial Authority. The funeral director must arrange for graves to be leveled and turfed over after a period of six months. If this work is not carried out and is undertaken by the Burial Authority, the cost may be invoiced to the funeral director who carried out the interment. Cut flowers, wreaths or temporary memorials must be removed from the graves when faded or decayed, otherwise the Burial Authority will order this to be done.
11. The relatives or friends of the deceased must make their own arrangements for the conduct of any burial service, wheresoever held, and for the payment of any associated fees. The name and address of any minister engaged to perform such service should be furnished to the Burial Authority at least two days in advance.
12. All visitors to the burial ground are requested to keep on the walks, to refrain from touching the shrubs or flowers, and to observe perfect decorum in all respects. No dogs are allowed, except guide dogs or accredited assistance dogs.
13. Application for exclusive right of burial must be made to the Burial Authority who will consider all applications sympathetically. However, the Burial Authority reserves the right to grant or refuse any application and their decision shall be final. Any changes to an Exclusive Rights of Burial will incur a £20 fee.

14. Granite tablets for persons who have not resided in Yelvertoft are available and can be inscribed. All enquiries to be made to the Burial Officer. Cremated remains may only be spread in the Cemetery Rose Garden, with the permission of the Burial Officer.
15. The Burial Authority forbids any gratuity being received by any of their servants.
16. All disputes shall be referred to the Burial Authority and their decision shall be final.
17. The Burial Authority reserves the right from time to time to make any alterations to the charges and Burial Regulations. Any person or company with connections to Yelvertoft Cemetery will be required to adhere to the latest Regulations which are always available from the Clerk or the Yelvertoft Parish Council website.
18. Only single burial plots will be offered for the second half of the cemetery. The Parish Council will allocate and decide upon a fixed number of plots available for reservations and burials. Blocks of 12 on the left-hand side and 13 on the right-hand side only (from grave number 350) have been agreed initially and they must be filled (other than reservations as they stand at present) before any more are released.
19. Yelvertoft Parish Council, as the owner of the Cemetery, have to undertake maintenance and grounds works from time to time. Yelvertoft Parish Council reserve the right to undertake any maintenance or works that are required. The removal of headstones, plaques, benches etc may have to happen when works are being carried out. Yelvertoft Parish Council reserve the right to do this and will do their utmost to ensure that headstones and memorial plaques are put back in the same place. Levelling of graves is required from time to time and Yelvertoft Parish Council reserve the right to carry out these works.

**By order of the Burial Authority, Yelvertoft Parish Council**

Approved and adopted at the Full Council meeting held on 12<sup>th</sup> April 2021.  
Reviewed at the Full Council meeting held on 15<sup>th</sup> May 2023  
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To take immediate effect and supercede all other Burial Regulations.