



CEMETERY POLICY

Reviewed and amended: October 2017

1 INTRODUCTION

- 1.1 Cullompton Town Council owns and maintains the Cemetery and Cemetery Extension at Tiverton Road, Cullompton having the power to provide and regulate cemeteries in accordance with the Local Government Act 1972 and the Local Authorities Cemeteries Order 1977. It provides this facility primarily for the benefit of those living within the Parish of Cullompton.
- 1.2 There are specific requirements for the East and West Cemetery.

2 GENERAL REGULATIONS

- 2.1 No burial shall take place, cremated remains scattered, headstone or other memorial fixed or removed from the cemetery or additional inscription made to a headstone or other memorial without the express permission of the Town Clerk or other officer appointed for that purpose by the Council.
- 2.2 The relatives and friends of the deceased must make their own arrangements for the conduct of any burial service that is to be performed.
- 2.3 A chapel, located in the old cemetery, can be provided for a nominal charge for burial services and is for use by any denomination or religious body. Use of this facility is by prior arrangement with the Town Clerk or other officer appointed for that purpose by the Council and will attract an additional fee.
- 2.4 No interment can take place until a Certificate for Disposal has been provided to the council no later than 5 days prior to the proposed interment taking place and 3 days prior to the interment of ashes.

3 CHARGES AND FEES

- 3.1 Charges and fees are required to be paid in advance and will be reviewed periodically by the council.
- 3.2 The Interment Fee is for the digging of a grave only. Any additional work requested, for example bricking up of a grave, will be chargeable.
- 3.3 If the deceased did not live or own a property within the Parish of Cullompton prior to death, double will be charged for the purchase of a Grant of Exclusive Right of Burial unless exceptional circumstances exist and at the discretion of the Town Clerk.

4 GRANT OF EXCLUSIVE RIGHT OF BURIAL

- 4.1 Grant of Exclusive Right of Burial may be purchased giving the grave owner, for a period beginning on the date of the Grant and not exceeding 75 years, the right to:
- a. One or more burials in that grave space (subject to there being sufficient space available in that burial plot). A burial includes:
 - i. The interment of human remains contained in a coffin.
 - ii. The interment of cremated human remains.
 - iii. The interment of the body or cremated remains of still-born children.
 - iv. The placing of human remains in a vault.
 - b. **The right to erect and maintain or to place an additional inscription on a headstone or other memorial on that grave space.** From 1 April 2014, the purchase of a Grant of Exclusive Right of Burial includes the right to erect a memorial. For graves purchased before this date, an additional fee is payable before permission to erect a memorial is granted.
- 4.2 Once a Grant of Exclusive Right of Burial for a grave space or cremated remains plot has been purchased, the upkeep and maintenance of that plot becomes the responsibility of the owner of the deed. The council takes no responsibility for the maintenance or safety of that plot or any memorial erected upon it.
- 4.3 A record detailing all graves or vaults subject to specified rights will be kept by the council.
- 4.4 Unpurchased plots remain the property of the council and there is no right to place any form of memorial on any plot for which a Grant of Exclusive Right of Burial has not been purchased. The council reserves the right to conduct more than one interment in any grave for which a Grant of Exclusive Right of Burial has not been purchased.
- 4.5 **Pre-purchase of Graves.** It is now possible to pre-purchase a Grant of Exclusive Right of Burial prior to death. Spaces will be allocated in the Cemetery Extension and a Deed of Grant will be issued for graves purchased in this way and will be valid for a maximum of 75 years from the date of issue.
- 4.6 The council may, at the discretion of the Town Clerk, buy back graves that have previously been sold but are unused. Payment will be made at the original purchase price of the grave less an administration charge of 10% and will only be made when the holder of the Grant of Right of Exclusive Burial surrenders the Grant of Right document to the council.

5 INTERMENT

- 5.1 All graves will have a capacity of two coffins only and must be dug by a professional grave digger employed or contracted by the council. It may be possible for mourners to assist with filling in graves if so desired.
- 5.2 No coffin shall be interred in a grave in such a manner that any part of the coffin is less than 3 feet below the level of any ground adjoining the grave. All coffins in the same grave space must be separated by a layer of earth no less than 6 inches deep.
- 5.3 When any grave is reopened for the purpose of making an additional burial, no person shall disturb any human remains interred or remove any soil which is offensive.

6 MEMORIALS AND HEADSTONES

- 6.1 Memorials and headstones may be installed on a purchased grave in accordance with Cullompton Town Council's Policy on the Installation of Memorial Stones in the East of Cullompton Cemetery.
- 6.2 Headstones may be installed on a purchased grave in accordance with Cullompton Town Council's Policy on the Installation of Memorial Stones in the West Cemetery.