

# Wainfleet All Saints Town Council

## Northolme Cemetery Regulations Handbook

### INTRODUCTION

Wainfleet All Saints Town Council welcomes all visitors to Northolme Cemetery and kindly reminds all visitors that Northolme Cemetery is a place of reverence and that the peace and dignity of the facilities should be respected at all times.

Under the Local Authority Cemeteries Order 1977, the Town Council is responsible for the regulation of the cemetery and it is required by that Order to provide rules and regulations which will provide a safe and dignified environment for all visitors. Under this Order, the Council can do anything considered necessary to ensure the proper management, regulation and control of the cemetery, whilst also promoting environmental harmony.

Although these regulations are a requirement for the management of the cemetery, they have been drawn up to create a balance between individual rights and choices and the need to regulate for safe and tidy grounds.

### CONTACT DETAILS

The Town Clerk will be pleased to advise on any part of these regulations should it be required. Any enquiries for burials, reservations, memorials, fees, etc. should be addressed to the Town Clerk, 62A High Street, Wainfleet All Saints, PE24 4DA. Tel. 01754 228440. E-mail : [wastc@btinternet.com](mailto:wastc@btinternet.com)

### OPENING HOURS

Northolme Cemetery is open to the public every day during daylight hours.

The Council Offices are open on Monday and Friday from 08.00am to 01.00pm.

Burials shall take place on Mondays to Fridays between the hours of 09:00 and 15:30. No funerals shall take place on Saturdays, Sundays or public Holidays, except in special cases sanctioned by the Council and in cases of emergency by Order of the Coroner.

### GRAVES

Northolme cemetery has been in operation for over 100 years and although some of the older graves have large memorials, kerbing or loose stones, these type of grave are no longer permitted and the cemetery is now a Lawn cemetery with two types of grave available. These are marked on plans available in the council offices.

**A Lawn Grave** is a grave with a headstone with the remaining area in front of the headstone shall be a level grassed area. The grass area is provides access to other neighbouring graves and must be kept clear of obstructions at all times. Headstone details can be found in the memorials section.

**A Cremated Remains Grave** is a small, 2ft x 2ft (60cm x 60cm) grave which may have a sloped or flat memorial placed upon it. Please see the memorials section for size restrictions.

The following apply to both Lawn Graves and Cremated Remains Graves :

- Personal planting of flowers, shrubs, bulbs, plants or other vegetation is not permitted on the grave.
- Fencing, kerbing, railings, earthen mounds and ornamental gravel are not permitted on or around the grave.
- In addition to the headstone, one other ornamental decoration or container may be placed at the headstone area, or in the case of cremated remains graves, upon the memorial. Further details can be found in the Memorabilia and floral tributes section.
- Wainfleet All Saints Town Council are responsible for the cutting of the grass areas. No one else is authorised or permitted to use mechanical or powered cutters or mowers in the cemetery.
- The area of the grave shall be made level by the council within 12 months of the internment.

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### BURIAL RIGHTS

**Exclusive Rights of Burial (EROB).** The Exclusive Right of Burial is a legal document which gives the owner the right to say who may be buried in the grave. Any person over the age of 18 years may purchase an EROB for a period not exceeding 100 years. For Northolme cemetery the right may be purchased for 25 years and renewed in 25 year intervals up to the maximum 100 year limit. After this period, the rights revert back to the Council. An EROB may be purchased at any time, not just at the time of the funeral. An individual may not purchase more than one Exclusive Right of Burial.

No burial is permitted without an EROB being issued. In the case of a burial request without an EROB being issued prior to the death, then the funeral director will make the arrangements for the purchase of the EROB. Once payment has been received by the council a Deed confirming the grave details and rights will be issued.

The purchase of an EROB **DOES NOT** give any land ownership rights and the land remains in the ownership of Wainfleet All Saints Town Council. These rights also do not include the permission to install or alter a monument which is covered under a separate permit obtained through an approved stonemason.

If the owner of the EROB dies, they have the automatic right to be buried or have their ashes interred in the grave. After this the rights become part of the deceased's estate and may be left in will to someone else. If the EROB is not specified in the will then they will form part of the residue of the will ("all my other worldly goods"). Whoever inherits the EROB will need to contact the Town Clerk to arrange a transfer of ownership. On some occasions, the EROB may be left to two or more people in a will, in this case one person will have to be chosen as the owner and the others must renounce their ownership.

**Additional burials in an existing plot.** Providing that the EROB is current and ownership has been proved, then in the case of a Lawn Grave a further four sets of ashes may be interred into the grave subject to the current burial fees being paid. In the case of a Cremated Remains Grave, a further three sets of ashes may be interred in the grave subject to the current burial fees being paid.

**Transfer of an EROB.** Ownership of an EROB may be transferred to somebody else. Please contact the clerk who will arrange the documentation (a charge is involved). Similarly, should you wish to relinquish your rights then you may advise the council in writing and if the grave is unused, we will refund the original purchase price, less an administrative charge.

**Change of address.** The EROB is an important legal document and it is the owners responsibility to advise any change of address to the council. Please take care of the Deed.

### MEMORIALS

Grave owners may apply to install a monument or vase by obtaining permission from the Clerk. This is usually done through an approved Monumental Mason. All monuments must be of the type listed in the approved types of memorial.

Memorials should be made of natural stone (e.g. granite) and any wording be appropriate to a cemetery. All memorial applications should include details of any inscriptions and cameos to be included on the memorial.

All memorials must be installed by an approved monumental mason, who have a duty of care to install and erect memorials securely.

A fee is payable to the Town Council for the right to erect a memorial which includes the first inscription. Subsequent inscriptions are subject to an additional fee.

The Right to Erect a Memorial will run concurrently with the EROB and must be renewed at the expiry date of the EROB. During the period of rights granted, the memorial may not be disturbed or removed without your permission unless it poses a safety hazard or if it does not comply with approved type of memorials. If these rights are not renewed then the memorial will be considered abandoned.

As the ground will settle following a burial, then it is advisable to wait for twelve months before installing a memorial.

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### Approved types of memorials

Only the following types of memorial are permitted in Northolme Cemetery :

- **Monolith Headstones**

The maximum dimensions permitted are: Height : 30" (76cm), Width : 24"(60cm), Depth : 6" (15cm)  
Headstones must be erected at the head of the grave and aligned with other headstones in the area.  
The base of the headstone should not extend more than 24" (60Cm) into the grave area.

All base stones should be flush to the ground to facilitate mowing.

Only one headstone is permitted on each grave space. Where a headstone is being placed between adjoining graves it must be placed between the two plots and not exceed 4 feet (120cm) in width.

All headstones must be inscribed with the name of the mason and the grave number on the rear.

- **Memorial Plaques**

Memorial Plaques are only permitted in the Garden of Rest area (cremated remains graves).

Memorial Plaques or tablets maximum dimensions are 24" x 24" (60x60cm) and may be flat or sloped (desktop style).

Only one plaque is permitted for each grave.

Memorial plaques may be installed at any time after the internment.

- **Memorial Vases**

A memorial vase not exceeding 14" (35cm) may be placed at the head of the grave instead of a headstone or plaque.

### CARE OF MEMORIALS

The maintenance and repair of any memorial is the responsibility of the memorial owner, unless considered abandoned.

The Town Council will perform an annual visual inspection of the memorials to identify any potential issues. In the case of a memorial being deemed to be at risk, the council will advise the memorial owner in order to make good the repair. In the case of an immediate danger the council will take appropriate action and any costs incurred shall be recovered from the memorial owner.

The mason who performs the installation shall be required to perform a safety inspection every five years and the results advised to the council and the memorial owner.

A memorial shall be considered abandoned if the Exclusive Rights of Burial (EROB) are not renewed at the end of the stated period.

### MEMORABILIA AND FLORAL TRIBUTES

#### Flowers

Immediately following a burial, floral tributes may be left on the grave for a maximum of two weeks as long as the flowers are still fresh. If they have not been removed after two weeks, the council will arrange for their removal and disposal. In addition, the grave owner may mark the head of the grave with a temporary small cross, not exceeding 12" (30cm) in height pending the installation of a permanent memorial.

Fresh flowers, with the wrappings removed, may be placed at the head of the grave at any time, either neatly laid or placed in an appropriate vase not exceeding 12" (30cm) in height. Vases must be unbreakable. At any time the council reserves the right to remove any perished flowers and dispose of them.

Silk and plastic flowers are not encouraged and the council reserves the right to remove them should they be considered to threaten damage to any equipment used in the maintenance of the cemetery, or if they have deteriorated to an extent that the council deems them to be inappropriate.

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Shrubs, trees and perennial plants are not allowed to be planted on any part of the grave

### **Christmas Wreaths**

Christmas wreaths are permitted to be laid in the headstone area, but must be removed before the 1<sup>st</sup> of February each year.

### **Memorabilia**

Small items (12" or less in height) of memorabilia (pictures, toys, xmas decorations, etc.) may be placed upon the base of the headstone, but not upon the grave itself. Xmas decorations should be removed by 6<sup>th</sup> January each year.

The following items are not permitted:

- Any item placed outside the base of the headstone.
- Breakable glass objects.
- Solar lights.
- Windchimes.
- Chippings, pebbles, stones, slate or similar materials.
- Fencing, edging, kerbing or artificial turf.

The council reserves the right to remove any item which it deems to be offensive, unseemly or dangerous.

The council reserves the right to remove other items that contravene the rules and will, where possible, give the owner the opportunity to do so themselves beforehand.

### **GENERAL**

Northolme Cemetery is a place for quiet reflection and as such children are not allowed to play in the cemetery. Children under 14 years of age should be accompanied by a responsible adult.

All persons entering the cemetery do so at their own risk and the Council shall not be liable for any injury or damage sustained, regardless of the form of action, whether in contract, tort, strict liability or otherwise.

The Council shall not be liable for personal property brought into the cemetery, nor for any damage or loss of memorials or memorabilia.

The Council will hold people responsible for any damage they cause to the land or property within the cemetery. Any costs for repairing the damage may be passed on to those people. This may include where people have exceed the regulations regarding memorials and memorabilia causing (for example) damage to lawned areas.

No fireworks are permitted in the cemetery.

The release of balloons is prohibited.

Official plans of the cemetery and the grave locations are maintained in the council offices and may be accessed free of charge during office hours. A pre-arranged appointment is required.

### **FEES AND CHARGES**

Fees and charges are determined by the council each year. Current rates are available from the council offices or on the councils website <https://wainfleet-all-saints/parish.lincolnshire.gov.uk>

### **CHANGES**

The Council may at any time and at its sole discretion vary, alter or revoke any of the foregoing rules and regulations.

### **BY ORDER OF WAINFLEET ALL SAINTS TOWN COUNCIL**

The clerk can be contacted on 01754 228440 or email: [wastc@btinternet.com](mailto:wastc@btinternet.com)