

# **STRADBROKE PARISH COUNCIL**

## **Rules and Regulations made by the Parish Council for the Management of Stradbroke Cemetery**





# Rules and Regulations for the Management of Stradbroke Cemetery

1. Two clear days' notice must be given to the Clerk of the Council for an interment in an earthen grave. In each case Saturdays and Sundays are excluded from the reckoning of length of notice.

*This rule will not apply to anyone whose religion requires immediate interment, or in the case of death from epidemic or endemic disease upon medical certification.*

2. All orders must be given and fees and charges paid to the Clerk of the Council within three days of interment or, in the case of monuments, headstones and other memorials, before they are erected.
3. The certificate for the disposal of a body, or in the case of an inquest, the Coroner's Order for Burial, must be produced before interment. For the burial of a still-born infant an appropriate certificate issued by the Registrar of Births and Deaths or the Coroner will be sufficient.
4. The time fixed for the funeral must be that at which the procession is at the Cemetery. No interment will take place on Good Friday, Christmas Day or Bank Holiday except on the certificate of a Coroner or registered Medical Practitioner stating immediate interment is necessary or if immediate interment is required by the deceased's religion. Interments may take place at the Cemetery, upon payment of the ordinary fees, on Mondays, Tuesdays, Wednesdays, Thursdays, Fridays, Saturdays and Sundays between the hours of 9.00am and 5.00pm. The Council reserves the right to charge an additional fee for Saturday and Sunday interments.
5. Purchasers of graves may select the sites thereof subject to the Regulations of the Council. The sites of unpurchased or common graves or those reserved for cremated remains will be determined by the Council or its Clerk.
6. No brick grave or vault may be constructed.
7. No monument or headstone etc. erected except in or on graves for which exclusive right of burial has been granted.
8. The consent, in writing, of the owner of a purchased grave or vault to any interment therein must be left with the Clerk to the Council with the Notice of Burial.
9. All graves are to be excavated by persons authorised by the Council and, except in the case of children's graves and graves for the reception of cremated remains, are to be dug at least six feet deep. Children's graves shall be dug at least four feet deep and those for cremated remains shall be dug at least three feet deep.
10. All surplus soil must be removed to the area in the cemetery reserved for this, where

it will be removed by a licences contractor.

11. Brick graves must be opened from the top.
12. No body shall be buried in any vault or walled grave unless the coffin (which may be of lead) is separately entombed in an airtight manner, that is, by properly cemented stone or brickwork, which shall never be disturbed.
13. All foundations of monuments, the removal of, or refixing of same, and other work connected therewith must be done under the superintendence of the Clerk to the Council. Any person undertaking such work must use such means as the Clerk to the Council shall direct for the protection of the grass and walks during the progress of the work. Such persons shall, upon completion of the work, clear away any materials not used, or any other rubbish deposited on the site of the works to the satisfaction of the Clerk to the Council, and shall be responsible for any damage done in carrying out and completing any of the above works.
14. No monument of any sort will be allowed to be erected or placed on any grave or in any part of the Cemetery without the consent of the Council. Before any monument is placed or erected a drawing, in duplicate thereof, with the proposed inscription must be left with the Clerk to the Council for at least one month in order to obtain the necessary approval. Any question regarding the fitness of any inscription or the design or material shall be determined by Stradbroke Parish Council
15. Memorials on Graves:
  - (a) Headstones must be erected vertically from the ground.
  - (b) The dimensions shall not usually be more than 1200mm high, 900mm wide and 150mm thick.
  - (c) A base forming an integral part of the design of a headstone is permitted.
  - (d) Headstones and/or bases should be fixed according to the Code of Working Practice issued by the National Association of Memorial Masons.
  - (e) The base shall be fixed on a foundation slab which shall be flush with or just below the turf so that a mower may pass freely over it.
  - (f) The foundation slab shall extend beyond the base between 75mm and 125mm all round.
  - (g) For free standing memorials the headstone should be set in the soil, to a minimum depth of 318mm or, alternatively, the stone should be fixed using two jockey blocks at least 381mm x 152mm x 75mm set below ground level.
  - (h) Horizontal ledgers shall either be flush with the turf or raised not more than

225mm above a base, which shall be flush with the turf and shall extend not less than 75mm all round the ledger. The inclusive measurements of a ledger (including base) shall not be more than 2100mm by 900mm. Natural stone vases which are permitted shall not be more than 300mm x 200mm x 200mm.

- (i) A vase may be incorporated into the base of the headstone.
  - (j) Glass containers are prohibited.
  - (k) The burial of cremated remains may be commemorated by tablets or plaques not exceeding 450mm square. A vase may be incorporated into the tablet. Such tablets or plaques may be upright or flush with the turf.
  - (l) Monuments shall be of natural stone (including marble, slate and black, grey and red granite).
  - (m) Monuments may also be of teak or oak.
  - (n) No monuments or vases shall be of stone or terracotta effect plastic or plastic of any description.
  - (o) No monument shall include any raised kerb, railings, stone or other chippings, statuary, sundials, bird bath.
  - (p) Nothing shall be affixed to or hung upon any monument be it carving, insignia, lettering, cross, image, model, painting, photograph or otherwise.
  - (q) No advertisement or trade mark shall be inscribed on the monument, but the name of the mason may be inscribed at the side or on the reverse of a headstone in unpainted and unleaded letters of no more than 15mm in height.
  - (r) All monuments shall be inscribed with the grave number.
  - (s) All monuments shall, after erection, be kept in good repair by the owner and unless this is done the Council reserves the right to cause them to be repaired or removed at the owner's expense.
  - (t) If any monument is erected in violation of the Regulations of the Council the same may, at any time, be removed by the Council without notice.
  - (u) Where a vase incorporated into a headstone is incomplete and has ceased to be used the Council will insert a matching core. Wreaths or cut flowers may be laid direct on any grave or in any vase authorised by these Regulations but the Council will remove them when they appear to be withered.
16. No shrubs, plants or flowers may be planted within the Cemetery or on any grave therein without the consent of the Parish Council, nor may any shrubs, plants or flowers be cut or carried away without consent. The Council reserves the right to

prune, cut down or dig up and remove any shrub, plant or flower planted which, in its opinion, has become unsightly or overgrown.

17. The Cemetery will be open to the public daily. Children under twelve years of age will not be allowed within the Cemetery except under the care of a responsible adult or with the consent of the Council. Visitors will be expected to observe proper decorum at all times. Plans showing the situation of each grave are kept by the Clerk and may be inspected without charge.
18. No person shall be allowed to offer goods for sale or to solicit orders for the sale of any goods within the Cemetery. Offenders will be liable to expulsion.
19. Motor vehicles, other than those entering the Cemetery for the purposes of funerals and in connection with the erection and maintenance of monuments may park only in the area specifically provided.
20. Every person who shall wilfully destroy or injure any building, wall, fence or seat belonging to the Cemetery, or destroy or injure any tree or plant therein or who shall daub or disfigure any wall thereof, or put up any bill therein or on any wall thereof, or wilfully destroy, injure or deface any monument, tablet, inscription or gravestone within the Cemetery, or do any other wilful damage therein shall be liable for prosecution.
21. Every person who shall play at any game or sport, or discharge firearms, save at a military funeral, in the Cemetery or who shall wilfully and unlawfully disturb any person assembled in the Cemetery for the purpose of burying a body therein, or who shall commit any nuisance within the Cemetery, shall be liable to Prosecution.
22. Persons bringing dogs into the Cemetery must keep them on a lead and under proper control at all times and must remove any dog waste.
23. The riding of horses through the Cemetery is strictly prohibited.
24. The riding of cycles and motorcycles through and within the Cemetery is strictly prohibited.
25. The Council reserves the right, from time to time, to make alterations and additions to the foregoing Rules and Regulations consistent with the Burial Acts. The Regulations of Her Majesty's Secretary of State, under the Burial Acts, and applicable to the Cemetery must be considered as incorporated herein.

Contact:

Odile Wladon  
Clerk to the Parish Council  
Mill Hill House  
Church Lane  
Wickham Skeith  
Suffolk IP23 8NA

Email: [stradbrokepc@outlook.com](mailto:stradbrokepc@outlook.com)

Phone: 07555 066147

**Full guidance on the cemetery can be found at:**

<https://www.stradbrokepc.org/stradbroke-cemetery>

