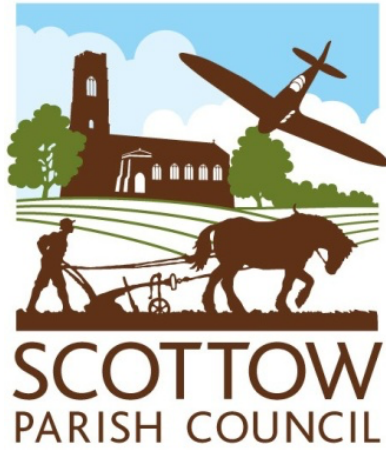




SCOTTOW CEMETERY

Rules and Regulations

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Scottow Cemetery is open to all. Residence or previous connections to residents are not required.

Burial Spaces and Cremated Ashes

Burial Spaces are of two kinds, Common and Private grave spaces. In both cases Scottow Parish Council retains ownership of the land.

Private Graves

Private graves are graves which have been purchased with Exclusive Rights. The purchaser is given a Grant of Purchase and is entitled to erect a headstone or tablet. Exclusive Rights are granted for 50 years dated from the last interment. Once the 50 years has passed the Council retains the right to re-use the grave.

Ordinary Graves

Headstones may not be erected on Graves without Exclusive Rights. The Parish Council retains the right to re-use such graves after a period of 25 years if required.

Depth of Graves

Burials may be single or double graves, but Exclusive Rights must be purchased with the first interment

Burial of Cremated Ashes

After interment the space must be covered with a slab. The tablet must be placed on top of the slab. Please ensure that flowers and ornaments sit within the grave space. Visitors are welcome to place wreaths on graves at Christmas, provided these are removed by the end of February. Further interment of ashes can be arranged provided that Exclusive Rights to the grave have been purchased. The scheduling of any funeral is always at the discretion of Scottow Parish Council.

Exhumation

Once committed, it is an offence to remove a coffin/container or body, except for lawful exhumation by licence or by the order of the coroner. In any such case, the burial authority consent and approval is essential.

Location of a Burial or Cremation Plot

The location of each new burial plot will be allocated by the burial authority. All reasonably practicable efforts will be made to accommodate the last wishes of the deceased and the preferences of bereaved families. The final decision on the allocation and use of any new burial plot rests with Scottow Parish Council.

Short Notice Burials.

In some cases, for cultural, religious or public health reasons, there may be a request for a burial to take place at short notice. In such circumstances the burial authority will make reasonable efforts to arrange the burial within the specified period, however, as these situations are exceptional, no guarantee can be provided.

Children and Under Eighteens

Under 18's are interred free of charge. However, if a headstone or tablet is required there will be an Exclusive Rights Fee.

Floral Tributes

Floral tributes placed on the grave after a funeral should be removed when the tributes are seen to be fading. If these are not removed by the owner, Scottow Parish Council may arrange for them to be disposed of.

Visitors are welcome to place remembrance flowers on graves. Please remove them when they become faded. In the interests of health and safety no breakable items are permitted. The burial authority reserves the right to remove any items which have been placed on the grave if, in the opinion of Scottow Parish Council, they present a health and safety risk.

Management of Grave Spaces

- Graves are to be kept level
- Trees and shrubs must not be planted on graves
- Stone vases are permitted but not glass containers
- No edgings or fencing around the grave space is permitted
- From time to time the Parish Council reserve the right to remove flowers or ornaments that have become faded or damaged.

REGULATIONS FOR VISITORS TO THE CEMETERIES

1. Children under the age of 13 must be supervised. All persons are expected to conduct themselves in an orderly manner and should keep footpaths when not attending graves.
2. Vehicles must not be driven into the cemetery
3. Please remove decaying flowers and litter.
4. Dogs must not be brought into the cemetery.
5. No person shall:- (a) Wilfully create a disturbance in the cemeteries; (b) Commit any nuisance in the cemetery; (c) Wilfully interfere with any burial taking place in the cemeteries; (d) Wilfully interfere with any grave or memorial, or any flowers or plants on such
6. Games or sport must not be played in the cemetery.
7. No person shall enter or remain in the cemetery overnight or at any hour when it is closed to the public

CONDITIONS REGULATING EXCLUSIVE RIGHTS OF BURIAL The exclusive right of burial (ERB) must be purchased before the erection of a new memorial. The Exclusive Rights of Burial is for a period of 50 years from the date of purchase. The purchaser is not buying the grave freehold and does not own any land. The person who has purchased the right of burial can determine who may be interred in the grave. Notwithstanding this, the burial authority will determine the total amount of burials and/or cremated remains that may be interred in each grave. The ERB may, at the discretion of Scottow Parish Council, be renewed for a further period of time on expiry. The ERB can be transferred to another person by assignment for which a fee is payable to the Parish Council. Equally it can also be bequeathed in a will. We encourage grave owners to ensure that other family members are aware of the existence of the Deed of Grant. Any change of address must be notified to the Parish Council in order that up-to-date records are maintained and so that the burial authority is able to contact grave owners as and when required. No responsibility can be accepted for information which does not reach a grave owner if the burial authority has not

been informed about a change of address. Graves for which the exclusive right of burial apply can only be opened with the written consent of the person to whom the Deed of Grant is issued, except in the event that a Power of Attorney exists in relation to the Deed holder, in which case interments in the grave will be at the discretion of the Scottow Parish Council. An interment fee is payable each time a grave is reopened. In the event that the owner of an exclusive right of burial wishes to return this right to the burial authority details of the process will be provided on request. No refund will be made if any burials have been made in the plot.

The Parish Council would normally expect the Deed of Grant to be purchased by the next-of-kin or other close family member. We will refuse to allow the purchase of a Deed of Grant to a third-party if, in the opinion of Scottow Parish Council – 1. Such a purchase would present a third party with the opportunity to decide who could, and who could not, be buried within the cemetery. 2. Such a purchase would provide an opportunity for the third party to profit from the use of the grave. 3. Such a purchase would create a lack of clarity for future management issues, particularly the ownership of, and liability for, any memorial erected on the grave.

Memorials

All Memorial are subject to approval by the Scottow Parish Council before they are installed. Memorials must not be removed without the Parish Council's approval. Additional inscriptions may be added but approval must first be sought. All additional inscriptions will incur a fee. Please request a copy of the Regulations for Stone Masons prior to ordering a headstone or tablet.

Headstones Height and Width

Headstones should be approximately the same height as existing stones in the same line - but in all cases must be below 3 feet high. Memorial should not exceed the width of the grave and must be in line with existing Memorials.

The Funeral Director and The Stone Mason

The burial certificate or order must be received at least 2 full working days prior to the funeral taking place. Failure to provide this document may result in delays or the cancellation of the funeral.

The funeral director will be responsible for all arrangements, including risk assessments, including any additional activities at graveside.

Full payment must be received prior to Burial.

If additional headstone/tablet inscriptions are required, it is the responsibility of the Owner of the Grave to seek consent from the Council. The Stone Mason is responsible for seeking consent for the new inscription, removal of the stone and reinstatement of the stone. Reinstatement must be in accordance with current regulations regarding fixings etc. Responsibility for any memorial removed in error will remain with the Stone Mason at whose expense the memorial will be reinstated to the satisfaction of the grave owner and Scottow Parish Council.

All graves within the cemeteries will be excavated, without exception, by the Funeral Director or their contractors. Graves will be excavated to the depth and size instructed agreed between Scottow Parish Council and the Funeral Director.

Coffins/container must have the name of the deceased therein, clearly shown. All coffins and caskets must be biodegradable.

Brick lined graves, grave mound, kerbing, kerb sets, or fencing of any style or height are not permitted. Any such additions will be removed. No wood memorial post or other wooden erection shall be placed around, over or upon any grave except as a temporary memorial pending a permanent stone memorial being erected. Such permission to be approved in advance and will not be granted for more than 12 months.

The burial authority is not responsible for any items placed in the cemeteries by grave owners or cemetery visitors and may remove any such items placed in the cemeteries at any time and without prior notice. Unauthorised items will be removed without payment or consideration of compensation.

Headstones cannot be placed for a period a period of six months after the funeral.

Please contact the Burials Officer prior to the purchase of a Headstone or tablet so that we may send them an additional regulations document

**Patsy Adams
Burials Officer
Scottow Parish Council**

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