

# HUNCOTE PARISH COUNCIL HUNCOTE CEMETERY

## Regulations for Ashes Burials in Earthen Burial Plots

Huncote Parish Council is aware that bereaved people may have clear ideas about the way in which they wish to commemorate their relatives and friends who are to be buried in a Plot in Huncote Cemetery. As far as possible, the Council would want these wishes to be fulfilled but, at the same time, must ensure that Memorials, flowers and the way in which plots are maintained are in keeping with the general appearance of the Cemetery, and do not cause problems for the owners of neighbouring plots or those charged with the Cemetery's upkeep.

What follows, therefore, are information, guidelines and broad Regulations that apply to any Plot that is purchased.

### 1. The Purchase of the Plot

- (i) Plots may be purchased prior to the funeral, by arrangement between a Funeral Director and the Parish Clerk
- (ii) Any individual may purchase a Plot in advance of actual need also by contacting the Parish Clerk
- (iii) The Purchase Fee for a Plot includes the right of Exclusive Burial for fifty years from the date of purchase. At the end of this period, ownership of the Plot reverts to the Parish Council unless the Plot is repurchased

### 2. Surface of the Plot

- (i) Because the Parish Council wants to maintain the Cemetery as an attractive largely grassed area enclosed by trees and shrubs, Plots will normally be levelled and turfed. This also makes maintenance and mowing easier.
- (ii) However, consideration may be given to a request to pave the whole of the Plot level with the turf. Details of such a proposal should be sent to the Parish Clerk prior to work commencing and these should provide details of the layout (with measurements) and of the materials of the paving material to be used. In considering such requests, the Parish Council will need to take into account a number of factors including the quality of the paving material (which needs to be durable), how the need to control weeds and to deal with possible subsidence have been taken into account, and the feasibility of reopening the Grave should the need arise in the future.

### 3. Headstones and Other Memorials

The Parish Council feels that it is important that the Cemetery continues to provide a calm and attractive environment that reflects its role in the community. To ensure that Headstones and Memorials are in keeping with the overall appearance of the Cemetery, therefore, and do not cause undue problems for other users/visitors or for those charged with its upkeep, some requirements have to be imposed. These are as follows: -

- (i) All Headstones/Memorials and Flower Containers must be of a size to be contained within the limits of the Plot and to allow mowers to be used between each Plot.
- (ii) Normally there will only be one Headstone on each Grave. However, consideration will be given to a request for an additional Memorial with the decision being taken according to the merits of each individual case.
- (iii) It is not possible for Fencing, Kerb Surrounds or Corner Stones to be erected around a Grave because of maintenance and mowing requirements
- (iv) An application (including a sketch, details of dimensions, materials and inscriptions) to erect a permanent Headstone/Memorial/Flower Container must be sent to the Parish Clerk prior to installation for his/her approval. This will only be withheld if the

Parish Council considers that a proposed Headstone/Memorial/Flower Container or any Inscription(s) are unsuitable.

Factors that will be taken into account when considering applications will be size, durability of materials and overall design/appearance.

- (v) The Inscription on a Headstone or other Memorial must clearly record at least the name of the Deceased Person(s)
- (vi) Responsibility for ensuring that any Memorial or Headstone erected on a grave in the Cemetery is maintained in a safe condition lies with the deceased person's nominated Next of Kin/family member(s) or other specified individual. For this reason, the Parish Council recommends that care is taken in selection of the suppliers of memorials and headstones to ensure their quality and durability.

**4. Conditions of Sale**

- (i) The Purchaser of any Plot is asked to keep the Plot tidy to contribute to the overall appearance of the Cemetery necessary to provide a proper reflection of its role and to be pleasant for those who visit Huncote Cemetery at any time
- (iii) The Purchaser of a Plot is expected to observe the requirements set out in this document. If it appears that they are not being adhered to, the Parish Council will raise the matter with the Purchaser so that the matter may be resolved amicably. Of course, the Council has to reserve the right to take appropriate action if agreement cannot be reached and the infringement continues.

**5. Agreement**

I, the Purchaser of Plot No. \_\_\_\_\_, in Huncote Cemetery, have read and understood the Regulations set out in this document and do hereby agree to comply with them.

**Signature**

\_\_\_\_\_

**Name**

\_\_\_\_\_

**Address**

\_\_\_\_\_

\_\_\_\_\_

**Tel. No.**

\_\_\_\_\_

**Date**

\_\_\_\_\_

Once completed, this Agreement should be returned to **The Clerk to Huncote Parish Council, at 3 Mountfield Road, Earl Shilton, Leicestershire, LE9 7LW** who can be contacted on **Tel. 01455 844 539 / 07875 291 366 / [clerk@huncote-pc.gov.uk](mailto:clerk@huncote-pc.gov.uk)** for further information).

**HUNCOTE PARISH COUNCIL**  
**ASHES BURIAL AT HUNCOTE CEMETERY**  
**NOTICE OF INURNMENT**

This notice is to be delivered to the Parish Council Office  
 Huncote Parish Council, c/o 3 Mountfield Road, Earl Shilton, Leicestershire LE9 7LW  
 Between the hours of 9:00am – 6:00pm (Mon-Fri) **at least TWO days prior to interment taking place**

**1. Details re. Deceased****NAME OF DECEASED:****HOME ADDRESS:****DATE OF DEATH:****PLACE OF DEATH:****AGE AT DEATH:****OCCUPATION:****2. Details re. Nearest Relative****RELATIONSHIP TO DECEASED:****NAME OF NEAREST RELATIVE:****ADDRESS OF NEAREST RELATIVE:****CONTACT TELEPHONE NUMBER:****3. Details re. Funeral****UNDERTAKER:****UNDERTAKER'S ADDRESS:****PHONE NO.:****CONTACT EMAIL ADDRESS:****FAX NO.:****COFFIN/ASHES BURIAL:** Ashes Burial**BURIAL DATE:****PLOT No.:****Church of England/Methodist****TIME:****COFFIN LID/CASKET SIZE:****OFFICIATING:**

I hereby confirm the above details are all completed and correct:

Signature of Applicant: ..... Date: .....

Signature of Funeral Director: ..... Date: .....

**FOR PARISH CLERK'S USE ONLY****COSTING****Exclusive Right:****By Path:****Monument Fee:****TOTAL CHARGE: £****ACTION CHECK LIST****Regulations Issued:****Gravedigger Notified:****Certificate Received:****Payment Received:****Receipt Issued:****Entered in Ledgers:****Plan Updated:****Computer Updated:****Gravedigger Paid:**

**PLOT No.**

Once completed, a full copy of this form should be given to the family, for them to keep, by the Funeral Director organizing the burial and pages 2 and 3 of this Agreement, along with Part B and Part C of the 'green form' and the appropriate payment should be returned to **The Clerk to Huncote Parish Council, at 3 Mountfield Road, Earl Shilton, Leicestershire, LE9 7LW** who can be contacted on Tel. **01455 844 539 / 07875 291 366 / [clerk@huncote-pc.gov.uk](mailto:clerk@huncote-pc.gov.uk)** for further information.

**Amended September 2016**