

# Beckingham-Cum-Saundby Parish Council

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## Beecher Lane Cemetery Rules & Regulations

Rules and Regulations made by the **Parish of Beckingham cum Saundby** as the **Burial Authority for the Management of the Beecher Lane Cemetery.**  
**in the Parish of**  
**Beckingham cum Saundby**

*Revised 10<sup>th</sup> January 2024 by the above Burial Authority having responsibility for the management of the cemetery.*

### Interments

1. **Notice** of Interment must be given to the Clerk of the Parish Council as soon as possible; but at least 72 hours before the time fixed for the Interment. Exception to this regulation may be made where the delay is unavoidable, as in cases of epidemic diseases.
2. **Interment Form:** Funeral Directors must complete and send the Clerk the interment details form, and the following information **MUST** be provided before an interment is agreed:
  - Full name of the deceased
  - (if under age 18 the names of the parents)
  - last permanent residence
  - Deceased's last occupation
  - age of the person to be interred
  - date of the death, place of death
  - Day, Date and time of the intended burial,
  - the religious denomination of the deceased
  - the name, address and phone number of the next of kin of the deceased, who will be the grave burial rights owner and the owner of the grave memorial stone or vase.
  - and such other information as may be required by the Clerk
3. **Registrar's Certificate** of Disposal ('green' form for burials and 'white' form for cremations) or Coroner's Certificate (in the case of an inquest) must be left with the Clerk or his authorised Deputy (the officiating Minister of Religion) before the burial takes place in order that the burial may be duly authorised.
4. **Fees:** The Clerk will notify the Undertaker concerned of the appropriate Burial fees and charges. These to be paid to the parish council by internet banking/BACS or by a cheque made out to Beckingham-Cum-Saundby Parish Council posted to the clerk.
5. **Plot Selection:** The selection of each grave or urn space is subject to the approval of the Cemetery Lengthsman in conjunction with the parish council and in the use thereof and the dealings therewith, the regulations of the Department of Health and of the Parish Council must be strictly observed.
6. **Gravedigging:** All graves must be excavated and prepared by a person arranged by the undertaker and approved by the Parish Council. No vehicles or machinery (except mowing equipment) is allowed to enter the burial ground. All surplus soil and debris are to be placed within the compound provided.
7. **Double Burials:** Double full body Burials in one grave space are not allowed, (due to the water table) however additional cremated remains can be interred into a used grave. Double Internment of Cremated remains, within the Urn section of the Cemetery are allowed subject to satisfactory approval of the parish council.

8. **Interment Dates:** Interments are allowed 7 days a week however, it is common practice in the UK not to hold them on Sundays, Christmas Day, Good Friday or Bank Holidays except under very urgent circumstances. Whilst the Parish Council has no objection to burials taking place on any day of the year, it depends on the availability of the undertakers/funeral directors and it maybe in your financial interest to stick to a weekday.
9. **Plot Sizes:** The size of the grave plots will be 9 feet by 4 feet.

### Headstones and Monuments

1. **Grave Headstones** (not exceeding 920mm in height and 760mm in width) only will be permitted and are to be erected on a suitable foundation as given under NAMM guidelines. Each grave has markers, measuring 4 feet by 2 feet, already laid at the head of each grave space. (These are not to be used as a secure base)
2. **Markers** The markers are to be taken up and stored at the designated space in the Cemetery grounds.
3. **measurements** are to be from ground level.
4. **Urn Section Memorials** (not exceeding 500mm in height and 450mm in width) only will be permitted. All measurements are to be from ground level.
5. **Bridging** of graves by erection of headstones or memorial stones will not be allowed
6. **Memorial Applications:** In the case of the intention to erect a headstone/memorial, or place a vase on a grave, application must be to the Clerk giving full particulars and a sketch plan of the proposed stone to be erected, giving its height, width, and any inscription thereon, and the Clerk will email back to give permission once satisfied.
7. The term monument under this heading refers only to any memorial which may be erected in the event of multiple deaths due to some public disaster.
8. **Vases:** Flower vases (not glass see glassware section) must only be placed in front of any Headstone, on the base, or in the event of there being no Headstone, in line with other Headstones.
9. **Stone Type Exclusions:** Flat stones, kerbstones or border-stones are not permitted in this Burial Ground.
10. **Memorial Installation:** The work of erecting or fixing headstones is to be executed to the satisfaction of the Parish Council, the ground cleared of waste materials and rubbish (which is to be placed in the compound provided), and left as tidy as possible, and any damage to paths made good.
11. **Liability:** The Council accepts no liability whatsoever for any loss or damage howsoever caused, by the placing or maintenance of any such Headstone or Memorial and the owner will indemnify the Council against all costs, claims, demands and proceeding arising out of the same Any removal required for safety reasons will be at owners' expense. It is the responsibility of the owner/permit holder to insure any monument. As required by current legislation an independent monument inspector contracted by the Parish Council may carry out safety tests on any monuments every five years.
12. **Stonemasons:** Any stonemason contracted to site a memorial must be on the Burial Board Register of Accredited Stonemasons. This requires they be entered on the British Register of Accredited Memorial Masons (BRAMM) or National Association of Memorial Masons (NAMM), have public liability insurance of a minimum of £5,000,000 (five million pounds), comply with the current code of working practice of The National Association of Monumental Masons (NAMM) and provide a written company guarantee which provides a stability and safety guarantee for a minimum of 10 years or a Certificate of Compliance showing work carried out to BS 8415

### Care of Graves and Memorials

1. **Mounds:** The burial ground is classed as the 'lawn type' and no grave mounds are permitted. After each interment the grave will be levelled.
2. It is the intention of the Parish Council, as the burial ground develops, to make it as far as possible a place of beauty and reverent care. Owners of graves and others using or visiting the burial ground are therefore earnestly requested to cooperate in this matter. All dead flowers and other litter should be placed in the receptacles provided for that purpose.
3. **Dogs** may only be brought into the burial ground on leads at all times and owners must pick up any dog poo and dispose of this in the green wheelie bin provided.
4. **Glassware, Fragile & breakable items:** for safety reasons, no glassware, and other fragile or breakable items are allowed in the cemetery. The Parish Council Lengthsman will remove the items and place them in the shed at the Rec Room, the burial rights owner will be written to give them 1 month to collect the items, if they do not respond, they will be disposed of.
5. **Other personal items & Tributes:** – No items are to be placed on, or set into the ground, beyond the headstone plinth which includes the concrete grave marker which measures 18" from front to back. Should anything be placed beyond this distance the Parish Council Lengthsman will remove the items and keep them safe in the shed at the Rec Room, the burial rights owner will be written to give them 1 month to collect the items, if they do not respond, they will be disposed of.
6. **Dead Flower, Plants and Wreaths.** The Parish Council Lengthsman will remove and dispose (without notice) any dead flowers, plants or wreaths if left on any grave for an unduly long period of time. The Parish Council reserve the right to remove items where it deems appropriate.
7. **Christmas Wreaths:** The Parish Council Lengthsman will remove and dispose of any remaining wreaths and other Christmas tributes after the 31<sup>st</sup> January.
8. **Headstones and vases** are to be kept in position and in good repair by the owners. In cases of neglect, after one months' notice the Parish Council Lengthsman may remove them and place them in the shed at the Rec Room, the burial rights owner will be written to give them 1 month to collect the items, if they do not respond, after a period of 6 months, they will be disposed of.
9. **Grounds Maintenance:** The Parish Council ensure a robust grounds maintenance programme is in place via an appointed contractor. Any concerns regarding the maintenance of the cemetery should be reported to the clerk email address: [clerk@beckinghamcumsaundby-pc.org.uk](mailto:clerk@beckinghamcumsaundby-pc.org.uk) . For insurance and safety purposes, the use of any mechanical equipment is restricted to the Parish Council appointed contractor, who has carried out risk assessments, and ensure all Health and Safety requirements are followed, (including the wearing of appropriate PPE, regular servicing and maintenance of their equipment and have insurance in place). Any individual taking it upon themselves to carry out activities/maintenance in the cemetery are doing so at their own risk and liability, neither the Contractors insurance police nor the Council's insurance policy would cover these individual's liabilities.
10. **Water:** The Parish Council provides water for the flowers; a tap is located by the entrance together with a communal watering can. Please ensure that the tap is fully turned off after use and the watering can is put back next to the tap.
11. **Wheelie Bin:** The Parish Council provides the green wheelie bin for you to put dead flowers, flower wrappings and other rubbish in.
12. **Burial Records:** Records of interments are kept by the Clerk, and relatives and friends interested may obtain information as to where deceased persons were interred on application to the Clerk, and certified extracts may be had upon the payment of the authorised fee.

13. **Residents Classification:** Residents are classed as a person born in the Parish of Beckingham-Cum-Saundby, or a resident in the Parish at time of death, or having resided in the Parish for a period of 10+ years at some point during their life.
14. **Revisions:** The Parish Council reserves to itself the right from time to time to make any alterations in, or additions to, the foregoing Rules and Regulations and the associated fees of the cemetery.

#### **Offences in the cemetery**

15. No person shall: -
  - a. wilfully create any disturbance in the cemetery:
  - b. commit any nuisance in the cemetery:
  - c. wilfully interfere with any burial taking place in the cemetery:
  - d. wilfully interfere with or damage any grave, tombstone or other memorial, or any flowers, plants, shrubs, trees or any such matter:
  - e. wilfully interfere with or damage any structure, noticeboards, walls, fencing, gates, seating or
  - f. any other equipment within or belonging to the cemetery
  - g. play at any ball games or sport in the cemetery:
  - h. ride a cycle in the cemetery:
  - i. cause or permit any dog to be off their lead within the cemetery

#### **Penalties**

16. Every person who contravenes these regulations shall be liable on summary conviction to a fine not exceeding £1000
17. The foregoing Rules and Regulations were approved at a meeting of the Beckingham cum Saundby Parish Council held on the 10<sup>th</sup> January 2024.