



WROXHAM CEMETERY

Rules and Regulations
made by the
WROXHAM PARISH COUNCIL
as the
BURIAL AUTHORITY

Updated:- November 2022

PART 1. INTERMENT

1. Five clear days notice must be given to the Clerk of the Council for an interment. In each case Saturdays, Sundays and Bank Holidays excluded. This rule will not apply to certain religious groups, or in cases of death from epidemic or endemic disease upon production of a medical certificate requesting immediate interment.
2. The sites of graves will be determined by the Council or their Clerk and a map showing the location of each grave is available on the website www.wroxhamparishcouncil.org.
3. The Certificate for the disposal of a body, "the green", or in the case of an inquest, the Coroner's Order for Burial, must be produced before the interment. For the burial of a still-born child, an appropriate Certificate issued by the Registrar of Births and Deaths or the Coroner will be required.
4. The time fixed for the funeral must be that at which the procession is at the Cemetery. No interment will take place on Sundays, Good Friday, Christmas Day, or Bank Holidays except on the Certificate of a Coroner or Registered Medical Practitioner that immediate interment is necessary.
5. All orders must be given and fees and charges paid to the Clerk of the Council before the interment.. Forms, fees and payment details are all found on the website.
7. Grave plots will be a maximum of 2 coffins deep. Additional ashes may be interred in burial plots.

PART 2. EXCLUSIVE RIGHTS OF BURIAL/INTERMENT

1. These may be purchased in advance by the applicant or at the time of burial by next of kin, for a period of 100 years. This entitles the purchaser to determine whom shall be buried in that plot for the remainder of the period. A Certificate will be issued by the Parish Clerk. Transfer of EROB/EROI's can be made by applying to the Clerk.
2. Whenever an exclusive right of burial is acquired the full name and address of the purchaser must be supplied. Purchasers shall not dispose of their rights without the consent of the Council.
3. When it is necessary to re-open a grave in respect of which an exclusive right of burial has been acquired, the Certificate must be produced, or in default, such other authority of the owner to open as may be considered necessary by the Clerk, before notice of interment can be accepted.
4. On the transfer of the ownership of an exclusive right, of burial in a grave or graves (owing to death or otherwise) such transfer must be registered and the Certificate produced for endorsement before the grave can be re-opened, or stone repaired, etc.

PART 3. GRAVES - RESPONSIBILITIES FOR WORK CARRIED OUT

1. The responsibility for excavation of all graves shall rest with the undertaker. No person shall be allowed to disturb the soil for any reason, other than for the erection of a memorial, having been given the required permission. Mechanical diggers or vibrators may be used, with any damage being repaired by the operator responsible. Excavated materials can only be removed from the Cemetery with the Clerk's permission. Excess spoil must be placed in the allocated area.
2. All foundations of grave-stones etc. the removal of or refixing of same, and other work connected therewith must be undertaken in a safe and stable manner. Any person undertaking such work, or the erection of a headstone or other work must use such means as the Council shall direct for the protection of the grass and the 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 or Cemetery Attendant, and shall be held responsible for any damage done in carrying out and completing any of the above works.
3. Immediately after an interment, the surface shall be covered with turf off the grave, and if extra turf is required it shall be at the cost of the purchaser, unless a tombstone is about to be erected.
4. Following the burial any excess spoil removed from the grave shall be disposed of in the spoil area located to the North West corner in the cemetery extension. This area is for soil and turf only.
5. All grave mounds will be removed after twelve months from the date of the interment.
6. Before the erection of a grave-stone, a drawing thereof, with the proposed inscription, must be left with the Clerk for at least fourteen days in order to obtain the approval of the Council.
7. An extra concrete base, (same dimensions as concrete base under headstone), may be placed in front of the headstone base at ground level if extra free-standing Memorial Vases are required. The Vases to be placed where they do not interfere with grass cutting. A similar concrete base may be placed in front of a permanent Hardwood Cross. A total coverage of the grave will be allowed providing it is the same material as the Memorial stone and is set flush with the ground. This will allow matching Memorial Vases to be placed on the Grave.
8. All grave-stones shall, after erection, be kept in good repair by the owner, and unless this is done, the Council reserve the right to cause them to be removed. If any palisading, monument or grave-stone be erected in violation of the Regulations of the Council, the same may at any time be removed by the Council without notice.

PART 4. GENERAL RULES

1. No other adornments are allowed on and around the grave other than floral tributes and a simple flower vase. Burial wreathes, including artificial flowers, and seasonal items such as Christmas wreathes must be removed two months after the event. The Council reserves the right to remove and dispose of such items at their discretion.
2. Well behaved dogs are welcome. They must be kept on leads and all dog waste cleared up and taken off the site to be disposed of.
3. Motor vehicles are prohibited from entering the Cemetery or parking in the entrance thereto other than for the purpose of funerals and in connection with the erection and maintenance of grave-stones etc., unless special permission is obtained from the Council. This rule will not apply to any approved means of accessibility transport such as wheelchairs.
4. The riding of cycles within the Cemetery is strictly prohibited.
5. The Cemetery will be open to the public at all times.
6. Any person who shall wilfully destroy or injure any building wall or fence 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 grave-stone etc. or any inscription thereof within the Cemetery, or do any other wilful damage therein shall be liable to prosecution.
7. Any person who shall play at any game or sport, or discharge fire-arms save at a Military Funeral, or who shall wilfully and unlawfully disturb any person assembled in the Cemetery for the purpose of burying any body therein, or who shall commit any nuisance within the Cemetery shall be liable to prosecution under the Local Authorities' Cemeteries Act 1977.
9. The Council reserves the right from time to time to make alterations or additions to the foregoing Rules and Regulations consistent with the Burial Act.