



Hurstpierpoint & Sayers Common Parish Council

Acting as the Burial Authority for the Parish of Hurstpierpoint & Sayers Common

Rules & Regulations **For** **South Avenue Cemetery**

1. Notice is to be given to the Clerk at least two clear days prior to any burial, interment or scattering of ashes. No application can be received on Saturday or Sunday. Saturday burials will only be permitted in exceptional circumstances.
2. The notice to be on the application form provided by the Authority and to contain a statement of the Forenames and Surname, the age of deceased person, the date of the death and the name of the place or parish in which it occurred, the day and hour of the intended burial.
3. All fees and charges must be paid to the Parish Council at the time of giving the notice.
4. The certificate of the registration of the death of the person to be buried, the Coroner's certificate where an inquest has been held, or the Cremation Certificate, must be given to the Clerk prior to or at the time of the burial, except in the case of stillborn children.
5. The selection of a purchased grave is subject to the approval of the Authority or a Committee appointed for that purpose, but the wishes of applicants will be met as far as practical. The number of owners of exclusive rights of burial for a grave is limited to two, any further owners allowed would be at the discretion of the Parish Council as the burial authority.
6. Sections, A, B, C, G, H, J, K, L and M of the Burial Ground and the Garden of Remembrance have been consecrated according to the rites of the Church of England. The North Eastern portion (Section D, E and F) is unconsecrated, and any recognized minister or person approved by the Burial Authority may officiate at burials therein, provided the service or ceremony be decorously conducted. Ashes of deceased persons may be interred in the Garden of Remembrance (Section R).
7. All graves and vaults are to be dug and excavated, both in the consecrated and in the unconsecrated ground, by a person approved by the Authority, and who is appointed by, and responsible to, the applicant or Funeral Director.
8. All gravestones, monuments, memorials and inscriptions are subject to approval of the Authority, and a copy of every inscription, proposed to be placed in the burial ground, and a drawing, showing the form and dimensions of every tomb or monument proposed to be erected, must be left at the office of the Authority for approval. Kerbstones must conform to the size 7ft 6ins by 3ft 6ins. The number of the grave must be cut at the foot of all gravestones, monuments and memorials. The inscription of the monumental mason's name will not be permitted. No kerbstones will be allowed in Sections L and M which are intended as lawned areas, with headstones only. Unauthorized gravestones, monuments or memorials shall be removed by the owner, on request from the Authority, which reserve to themselves the right of removing any such gravestone, monument or memorial, should the owner neglect to comply with this regulation.

9. Every gravestone, monument or memorial must be kept in good repair by the owner. The Burial Authority conducts periodic memorial safety checks in accordance with its Memorial Management Policy, and reserves the right to take appropriate action to eliminate risk presented by any memorial failing a safety test. Details of the full Memorial Management Policy can be obtained from the Parish Council Office.
10. Except by permission of the Authority no tree, bush or shrub shall be planted in the cemetery. Unauthorized planting shall be removed by the owner, on request from the Authority, which reserve to themselves the right of removing any such tree, bush or shrub, the owners whereof shall neglect to comply with this regulation.
11. The Parish Council are bound by legislation Purchasers or owners of exclusive right of burial cannot under any circumstances dispose of their rights to non-parishioners, nor to parishioners without the consent of the Authority, and every such transfer shall be made by the Authority and at the expense of the applicant in writing. Please contact the Parish Office for further details of the correct procedure.
12. Every person who shall willfully destroy or injure any building, wall or fence, belonging to the Burial Ground or Garden of Remembrance, or any tree, plant, flower, monument, tablet inscription or gravestone therein, or who shall do any other wilful damage, or play at any game or sport, or discharge firearms (save at a military funeral), or wilfully or unlawfully disturb anyone, or commit any nuisance therein, will be liable to prosecution.
13. No dogs or other animals except on a lead will be permitted to enter the Burial Ground or Garden of Remembrance.

Garden of Remembrance

14. No Gravestone, monument, memorial or inscription shall be erected, placed or made in the Garden of Remembrance other than plaques approved by the Authority.
15. Any suitable container (other than glass) can be used on a Garden of Remembrance plot provided it is self-supporting and stable, and does not overlap the stone.
16. Interment of Ashes to be limited to two per plot.

Clerk to the Council

November 2021