



BURIAL GROUND REGULATIONS

Grave plots not to exceed 9' x 4' in size, or in the case of cremated remains, 2' x 2'.

Parishioners are residents of Hadlow Down or those deemed to be eligible by the Parish Council, that is persons who currently appear on the electoral register for the parish of Hadlow Down or were on it up to a maximum of eighteen months prior to their death and have in the meantime been in a nursing home outside the parish. Evidence may need to be provided to the Parish Council.

Where the person to be buried is the deceased Owner, no further interment in or work on the grave space will be allowed until the Parish Council is satisfied that the right of ownership has passed to the lawful successors in title.

All relevant fees are required to be paid before an interment or installation of a memorial can take place.

GRAVE DIGGING

The Parish Council does not undertake grave digging and the cost is not covered in the fees. All grave digging must be arranged with the appropriate Funeral Director or with a private contractor. All graves must be dug to a "double depth" (minimum 5ft 6) and will need to be shored beforehand. It is illegal for a grave digger to enter an excavation without shoring and to dig ahead of shoring. Grave diggers should be instructed to lay wooden sheeting on the path where the digger turns and over the edging in order to avoid damaging the burial ground path. This will need to be dealt with by the appropriate Funeral Director or with a private contractor.

No body shall be buried in a double grave unless the coffin is effectively separated from any coffin interred in the grave on a previous occasion by means of a layer of earth not less than 6" thick.

When any grave is re-opened for the purpose of making another burial therein, no person shall disturb any human remains interred therein or remove from there any soil which is offensive.

The plot for cremated remains should be dug deep enough to take 2 remains.

MEMORIALS

No form of memorial, other than that prescribed in these Regulations will be allowed to be placed on the purchased grave.

All memorials should comply fully with the current version of the National Association of Memorial Masons (NAMM) or British Register of Accredited Memorial Masons (BRAMM) recommendations. NAMM and BRAMM registered memorial masons have adopted The British Standard 8415 (BS8415) which sets out the minimum lengths of anchoring which are needed to ensure memorial safety so that there is no danger of the memorials toppling over. Memorials should be erected and fixed within these guidelines laid down by the Burial Authority and it reserves the right to recall stonemasons should there be any problems with memorials, any resultant costs being recharged to the owner. As the burial ground can be quite wet it is important that any headstone is of a minimum 3" thick and that there is a concrete landing of a suitable size to which it can be attached, this must be able to

accommodate a Nettlebank or Peg and Tube Stainless Steel pole of 24" long. The dowels must be a tight fit between the headstone and the base or plinth.

No memorials may be installed without written permission from the Parish Council and an application form must be completed and sent to the Clerk of the Parish Council. Memorials cannot be erected before a minimum of 12 months have passed since the date of the burial.

Once installation has been undertaken a notification of erection of memorial form should be completed and sent to the Clerk of the Parish Council.

Permission must be obtained from the Parish Council for any kerbing and the dimensions and materials being used must be included in the application.

The erection of any memorials or kerbing must be completed within 12 months of permission being given otherwise the permission and any fees paid will be forfeited to the Parish Council.

The height of a memorial shall be measured from the natural level of the ground at the plot rather than from any made up ground.

Where the memorial consists of a headstone and base, the headstone must be fixed so that its rear face is set $\frac{3}{4}$ " from the rear face of the base or 2" if the height of the headstone is less than 2ft 6".

No memorial of whatever description will be admitted into the burial ground or permitted to be erected except on condition that such memorial be so erected and remain at the owner's risk, and that the Parish Council shall not be held responsible for any damage or breakage which may occur to the same.

It is the responsibility of the plot owner to ensure that any memorial is safe and secure and where necessary should undertake any repairs. If the Parish Council write to them requesting that work be undertaken as the memorial is unsafe, the plot owner should arrange for the work to be done at their own cost and as soon as possible.

If the Parish Council feel that a memorial is extremely unstable they will arrange for the memorial to be laid flat to prevent the possibility of accidents. The Parish Council reserves the right to remove any monument or memorial which has become, or is likely to become, dangerous.

Anyone who installs memorials, kerb sets or other monuments without the Parish Council's permission may be compelled to remove these items and pay all costs involved.

ADDITIONAL INSCRIPTIONS

If a memorial is to be moved from its original fixing in order to allow a further burial on the plot or for work to the memorial, then it should not be allowed to be refitted unless it complies with the NAMM Code/BS8415. An application should be made to the Parish Council before any work is undertaken and work can only commence when their permission has been given.

Where memorials are being refitted care should be taken to ensure that all lawn type memorials have new fittings between the upright plate of the memorial and the base, as well as a new foundation, if required, and a suitable ground anchoring system.

Where a memorial has been removed for the interment of a second body the memorial shall be replaced on the grave to which it belongs not less than six months after the last interment.

MAINTENANCE OF PLOTS

Weedkiller should not be used as this can damage the memorials and make them unstable.

It is the responsibility of the plot owner to maintain their plot and ensure that any dead flowers or plants are removed. The Parish Council reserves the right to remove and dispose of any inappropriate or damaged items.

No trees are to be planted on or around graves. The Parish Council must be contacted for discussion prior to any shrubs or plants being planted and unused pots must be removed from the burial ground. The Parish Council reserves the right to cut back and remove shrubs and plants and to dispose of empty pots, dead plants and flowers. Fencing and forms of kerbing other than that agreed with the Parish Council are not allowed on plots. Items used to maintain and water plants on the plots are not permitted to be stored at the burial ground.

CREMATED REMAINS

Cremated remains may not be scattered on graves or within the burial ground unless permission has been obtained from the Parish Council. Once permission has been obtained from the Parish Council a tablet may be placed over the area in which ashes have been interred.

MEMORIAL BENCHES

Requests for memorial benches will be considered by the Parish Council on a case-by-case basis. Agreement will be subject to but not limited by the following considerations: -

- i) Is there an acceptable location in the burial ground where a bench might be sited?
- ii) Is there a requirement for additional seating in the burial ground?

The decision of the Parish Council in not approving a request for a bench is final. If the Parish Council agree to a request for a new bench then the following conditions will apply and must be formally accepted by the applicant:-

- i) The bench must be a hardwood bench of light natural colour (not dyed or dark wood) and must be approved by the Parish Council.
- ii) The purchase and installation costs associated with the bench will be borne by the applicant.
- iii) The bench when installed must be stable and anchored to the ground at both ends.
- iv) The Parish Council will include the bench on its insurance schedule for liability and will pay the cost of the premium.
- v) The Parish Council will include the bench on the quarterly risk assessment conducted by the Parish Council. Any identified risk will be notified by the Parish Council to the applicant who must complete the required maintenance or repair within 3 months of notification. The Parish Council's view of the risk and the need for repair is not negotiable.
- vi) All maintenance and repair costs will be borne by the applicant, this includes an annual treatment with clear oak/teak oil to be arranged by the applicant.
- vii) The bench will be deemed to have reached end-of-life on the 30th anniversary of its installation or sooner if the Parish Council consider the condition of the bench has deteriorated to a point beyond reasonable and safe repair. The Parish Council will contact the applicant to provide them an opportunity to renew the bench under the same conditions for Memorial Benches or to remove the bench from the burial ground.

DATE REVIEWED AND APPROVED: 13TH January 2026