

St Nicholas Cemetery and Cemetery Chapel

Cemetery Regulations

Introduction

St Nicholas Cemetery and Cemetery Chapel are owned and maintained by Kingsley Parish Council on behalf of the residents of the civil parish of Kingsley. The following regulations have been made by the Parish Council in line with guidance from East Hampshire District Council.

If you have any queries regarding these regulations, please contact the Parish Clerk.

Eligibility for Burial

1. All persons residing within the civil parish of Kingsley at the time of death or within the five years prior to death.
2. All persons residing within the ecclesiastical parish of All Saints, Kingsley at the time of death or within the five years prior to death.
3. All persons who have usable family graves already in the cemetery and hold the Exclusive Rights of Burial for those graves
4. Cremated remains of non-parishioners may be interred when using an existing family grave.
5. Requests will also be considered from those having a close connection with Kingsley.

Before the Burial

6. A request for burial should be made to the Parish Clerk.

Burial Hours

7. Interments can take place between 09.00 and 17.00 Monday to Friday or Saturday and Sunday by arrangement.
8. During the hours of darkness adequate lighting should be provided by the client or their agent (funeral director).

Coffins

9. Only coffins made of wood or other perishable materials will be permitted.

Additional Items

10. The Council requests that additional items left on the grave are removed within one month after the burial. Failure to do so will result in the Council removing the items.

Purchase of Exclusive Right of Burial

11. No grave for which an Exclusive Right of Burial has been purchased can be opened or re-opened without the written consent of the owner of the Deed. If the owner is deceased, ownership of that grave will need to have been transferred to a person who is legally entitled.

Memorial Regulations

12. The right to erect a memorial may be applied only when the Exclusive Right of Burial for the grave space has been purchased. Only the registered owner has the right to apply for the erection of a memorial. If the owner is deceased, the Deed must be transferred before the permit for any memorial will be given.
13. An application for the right to erect a memorial, additional inscription, refurbishment, replacing of an existing memorial or re-fix must be submitted to the Parish Clerk on the appropriate memorial application form and must include:
 - grave number,
 - name of the deceased and
 - date of burial
 - a description of the proposed works,
 - the inscription text.
 - size of the memorial (including any foundation stones) together with a drawing showing dimensions.
 - the name and address of the memorial mason (only those masons approved by the Council will be permitted to erect memorials).
14. If the owner is deceased, ownership of that grave will need to be transferred to a person who is legally entitled. The deed must be transferred before the permit on any memorial will be submitted.
15. Any doubt or objection to the Clerk's ruling may be referred to the full Parish Council whose decision is final.
16. It is the policy of the Council not to allow precedents and these regulations must be adhered to.
17. It is the responsibility of all memorial masons or their agents to only provide such memorials that comply with the regulations. Failure to comply will result in the memorial being removed and further application being required: an extra fee will be charged as well as the removal and storage charge.
18. Once approval has been provided for the erection of a memorial, the stone mason must advise the Council when it will be installed. The installation shall be carried out in accordance with the approved written procedure. The grave number shall be on the bottom right hand corner on the back of the memorial.

Guidance for Memorials

19. It is necessary to allow the grave to settle before a permanent memorial is permitted (9 – 12 months), however, a temporary wooden cross may be placed on the grave but should not exceed 3 ft above ground level and be no more than 2 ft wide. This temporary memorial shall be removed by the owner of the Exclusive right of Burial when a permanent memorial

is erected. The Council reserves the right to remove any temporary memorial should it fall into disrepair.

20. All memorials shall be constructed out of wood, natural stone, granite, marble or other hard stone, which must be durable and sound. The applicant must provide written information to the Council to show that any wood chosen for a memorial will be durable and long lasting, before the Council gives approval for the memorial to be erected.
21. No kerb-sets, fencing or stones will be permitted on any grave.
22. Memorials on burial graves should not exceed 3'3" in height in total and a footprint of no more than 2'6" x 12" fixed on a concrete sub-base of no more than 3' x 1'6" with its surface an inch below the natural ground level.
23. Plaques covering cremated remains should not exceed 1'9" x 1'9" on a concrete sub-base of no more than 2'11" x 2'11" and should be level to the ground with one hole for a flower container.
24. A memorial vase of no more than 1'3" x 1'3" x 1'3" on a base of no more than 1'5" x 1'5" is permitted in place of a headstone on a full burial grave and one vase of 8" x 8" x 8" is permitted in place of a plaque for cremated remains.
25. All inscriptions must be within good taste and not offensive to those visiting the cemetery.

Responsibility for Memorials

26. No memorial shall be removed from the cemetery without the authority of the Council.
27. Any memorial erected in the cemetery remains the property and responsibility of the owner of the Exclusive Right of Burial and remains in the cemetery at their sole risk. All memorials must be kept in a good state of repair and in the case of a wooden memorial the owner to be responsible for the durability of the wood chosen
28. The Council will not accept liability for damage to any grave or memorial or injury to any person within the cemetery except where such damage is directly attributable to the negligence of the Council or their employees.

Inspection of Memorials

29. It will be necessary periodically to inspect all memorials and if any are found to be in an unsafe condition all steps will be taken to contact the grave owner as they are responsible for the cost of repairing or re-instating unsafe memorials. Any repairs must be carried out by a memorial mason

Fees and Charges

30. All fees shall be in accordance with the scale provided annually and must be paid to Kingsley Parish Council in advance of the interment or erection of the memorial.