

**Hullavington Cemetery
The Street
Hullavington,
Chippenham
Wiltshire**

CEM INFO 1 – February 2024

Dear Sir/Madam

Hullavington Parish Council, the Burial Authority, wishes to take this opportunity to express its sincere condolences on your bereavement. We understand that this is a very difficult time for you and your family but would ask that you take a few moments to read the information contained in this booklet.

The Parish Council operates a policy whereby every burial plot must have a "Grant of Exclusive Right of Burial". The purchaser of the Exclusive Right of Burial has a period of 75 years over which they can control who is buried in the grave. Further information concerning this is contained in this booklet. The registered owner of the grant should notify the Clerk to Hullavington Parish Council of any changes to their address.

A current "Scale of Charges" and a Summary of the "Cemetery Rules and Regulations" is enclosed.

Hullavington Parish Council seeks to ensure that the cemetery is managed as a tranquil area to honour the memory of loved ones buried there. It is a peaceful and dignified place for all to visit and we strive to achieve a safe environment whilst taking into consideration the needs of the families.

For any further assistance, please do not hesitate to contact the Parish Council on 07807 723609

Yours faithfully

Sharon Neal
Clerk to Hullavington Parish Council

Hullavington Cemetery

Summary of RULES AND REGULATIONS

(for the full regulations please see separate pages available from the Clerk to the Council)

Grant of Exclusive Right of Burial

Hullavington Parish Council operates a Policy whereby every new burial plot must have a Grant of Exclusive Right of Burial. The Grant of Exclusive Right of Burial permits the purchaser (up to Two Grant of Right Holders are permitted) to decide who is buried in the grave for a period of 75 years. After this time has elapsed, it may be possible to make an application to extend the period on payment of the appropriate fee. The Parish Council encourages other members of the family to be made aware of and accept this, as problems can arise if, for example, there is a disagreement in the family at a later date. The registered purchaser of the grant should notify the Clerk to the Parish Council of any changes to their address.

The Grant of Exclusive Right of Burial is a legal contract, which permits the purchaser to be buried in that grave. It also gives the purchaser the authority for further burials in that grave [provided the grave is deep enough for those burials. However, the burial ground remains in full ownership of the Parish Council (as Trustees) as the Burial Authority.

No grave, in which the Grant of Exclusive Right of Burial has been purchased, will be opened without the signature of the purchaser or his/her next of kin. [Please see below].

Transfer of Grave Ownership

In the event of the death of the original purchaser of the burial plot, the person claiming to be entitled to the Grant of Exclusive Right of Burial must obtain a formal transfer of ownership from the Burial Authority. A Letter of Probate, or Letters of Administration will be accepted as proof. If, however the owner has died intestate please contact the Clerk on 01249 659842 for further information on applying for a statutory declaration. Any queries please do not hesitate to contact the Clerk.

Grave Maintenance

Perennials may be planted on the grave but at no point must they be allowed to become taller or wider than 12 inches or encroach on any other grave. Shrubs and trees are not allowed.

Application must be made to the Parish Council, as Burial Authority, for all other items, such as Memorials and Trinkets.

Any organic material and other waste should be taken away with you and disposed of in your household/recycling bin as there are no facilities for the removal of such waste from the cemetery.

Where Health and Safety issues arise or such items are felt inappropriate, action will be taken by the Burial Authority to secure removal.

Grave Excavation

At times, it is necessary to re-open and excavate a grave that is adjacent to other existing graves. In cases like this, it is necessary to move the soil onto adjacent graves. At all times, the Burial Authority will act with the utmost sensitivity. Scattering of ashes in the cemetery is not allowed and all cremated remains must be in a casket, maximum size 300mm x 200mm x 150mm (L x W x H) for interment. If any further information is required please ring the Clerk on 07807 723609.

Memorials

The Cemetery is consecrated to God, Father, Son, and Holy Spirit and what is set out on memorials therein must be consistent with that consecrated status. It follows that inscriptions must be consonant with orthodox Christian belief. Not only is this because of the purpose of the Cemetery but also because inscriptions convey a message to those who visit Cemeteries. It is important that the message that such visitors receive is one which proclaims (or at the very least is not inconsistent with) the message of hope and faith being given to them by Christ's Church.

In addition, it is to be remembered that the memorial will be read not just by those who knew the deceased in question but by those who did not. Indeed, the message conveyed to those who did not know the deceased is in many ways more important than the message being given to those who did know him or her. Moreover, the memorials placed in churchyards must be fitting and appropriate not just for today but also for the future.

Additional features A memorial shall not include any photograph, metal or plastic inserts, railings, chippings, statuary, bird baths or other artefacts or any images or carvings that are not explicitly consonant with orthodox Christian belief. A badge or insignia of the Armed Forces of the Crown is permitted provided that the incumbent has a letter of authority from the branch of the Forces in question.

Only memorials which conform to these requirements can be permitted under the powers delegated to the incumbent.

All memorials are the sole responsibility of the Grant of Exclusive Right purchaser. The Parish Council, as the Burial Authority, will periodically inspect the cemetery to determine the condition of memorials. Any memorial classified as unsafe will be reported to the purchaser in order for them to arrange repair, with permission to be sought from the Parish Council, for the works to be carried out. In the interim, the memorial will be laid down to avoid any possible accident or injury. Any memorial, which is deemed an immediate danger to the public, will be made safe without prior notification.

Permission **MUST** be sought for the erection of a memorial, or to add an inscription. Only the Grant of Exclusive Right purchaser may apply for the erection of a memorial, or to add an inscription, at Hullavington Cemetery. A fee is applicable for this service, which is itemised in this booklet.

All memorials are to be installed in compliance with the National Association of Memorial Masons (NAMM) Code of Working Practice and to performance specification BS 8415: 2005.

REGULATIONS FOR HEADSTONES AND MEMORIALS

1. NEW HEADSTONES AND MEMORIALS

1.1. A formal application should be made to Hullavington Parish Council for permission to erect a headstone or other memorial including vases. Please note that headstones and memorials are not normally erected until at least 6 months after the burial. The applicant is advised not to enter into any agreement with a Stonemason before obtaining the consent of Hullavington Parish Council.

1.2. Erection of a headstone is subject to the following regulations:

i. Headstones are to be no higher than 900mm (3ft.) and no thicker than 100mm (4in). They are to be installed on secure foundations. These foundations are normally made of concrete and are to be to the latest standards laid down by the National Association of Memorial Masons.

ii A vase or memorial stone is permitted with the maximum dimensions as follows:

Width = 300mm (1ft), Depth = 150mm (6in) Height = 300 mm(1ft).

subject to payment of the relevant fee.

iii. No material other than stone is to be used for headstones, memorials or vases.

iv. Kerbstones, any types of edging, bark, artificial grass or stone chippings are not permitted for marking the boundary of the grave or for any other purpose.

v. Headstones, memorials and vases are to be inspected and maintained by the Right holder at their expense at least once every year or when asked to do so by the Parish Council. The rights to the grave will revert back to the Parish Council if the grave falls into disrepair or becomes dangerous.

2. These regulations have been formulated for safety reasons and to help the Parish Council maintain the cemetery in a tidy and attractive condition.

3. To aid cemetery maintenance the Burial Committee would prefer that the placing of flowers on a grave be restricted to the use of a vase placed on the base of the headstone. The planting of flowers on a grave plot is permitted BUT they must be cared for and kept neat and tidy. If after a period of six months this has not been done then the Parish Council reserve the right to level the plot and to grass it over.

HOLDER OF GRANT OF RIGHT

I agree with the above regulations and have received a copy.

Name: Signature: Date

**APPLICATION FOR PERMISSION TO ERECT A HEADSTONE, MEMORIAL OR VASE IN
HULLAVINGTON CEMETERY**

Name and Address of Applicant

Name and Address of Monumental Mason

Particulars of Headstone/Memorial/Vase (Henceforth called Memorial)

Description:

Dimensions:

Inscription:

To Hullavington Parish Council:

1. I apply for permission to erect the memorial described above and undertake that it will be erected as described.
2. A full sketch (or photograph) of the Memorial is attached.
4. I have read and agree to comply with the regulations above.
5. I agree to pay the appropriate statutory fee.
6. I agree to indemnify the Parish Council against all costs and expenses to which they may be put in respect of any deviation from paragraph 3 above.

Name: Signature: Date:
(Signature of Applicant)

We undertake to abide by the above

Name: Signature: Date:
(Signature of Monumental Mason)

The Headstone/Memorial/Vase described above is approved for erection in Hullavington Cemetery.

Name: Signature: Date:
(Signature of Hullavington Parish Council Clerk)

Flower Tributes

Any organic material and other waste should be taken away with you and disposed of in your household/recycling bin as there are no facilities for the removal of such waste from the cemetery. The Parish Council will use their discretion when removing this type of tribute. The same applies to memorial floral decorations whether or not on supporting framework.

Opening Times

The cemetery is open daily from dawn to dusk. All persons visiting the cemetery should act in a responsible manner when visiting the grounds. If you require any further assistance, please do not hesitate to contact the Clerk on 07807 723609. who will be happy to assist. The Parish Council reserves the right to make any alterations or additions to these rules and regulations.

HULLAVINGTON CEMETERY
SCALE OF FEES AGREED FROM 1st APRIL 2021

PART 1 – INTERMENTS

a)	For the interment of a still born child whose age at the time of death did not exceed one year	NO CHARGE
b)	For the interment of the body of a child whose age at the time of death exceeded one year but did not exceed 16 years	NO CHARGE
c)	For the interment of the body of a person whose age at the time of death exceeded 16 years	£270.00
d)	For the interment of CREMATED REMAINS in a grave in respect of which an exclusive right of burial has been granted	£160.00
e)	For the interment of CREMATED REMAINS in a burial space 1m x 1m	£135.00

PART 2 – EXCLUSIVE RIGHTS OF BURIAL IN EARTHEN GRAVES

a)	For the exclusive right of burial in an earthen grave 2.7m x 1.2m	£144.00 single £172.00 double
b)	For the exclusive right of burial of CREMATED REMAINS in a grave space 1m x 1m	£80.00 single £98.00 double

PART 3 – MEMORIALS

For the right to erect or place on a grave in respect of which the exclusive right of burial has been granted

a)	A headstone or monolith not exceeding 900mm in height	£145.00
b)	A vase or stone or other suitable material mounted on a stone (unenclosed glass vases are not permitted)	£85.00
c)	For each additional inscription	£70.00
d)	Fee for cremation plaque	£70.00

PART 4 – OTHERS

a)	Removal of human remains (when authorised)	£1000.00
b)	Removal of cremated remains (when authorised)	£500.00

RESERVATION FEE

Burial plots may be reserved on payment of the sum of £50.00. Payment for reserved plots is not refundable should the reservation be cancelled at any time, for any reason, prior to interment.

NOTE: Fees for non-parishioners will be double that for parishioners. However, in cases where long standing Hullavington residents have been compelled to move away – an additional 50% of that charged for parishioners will be incurred.

The above fees have been approved and adopted at a meeting of Hullavington Parish Council on 10th March 2021 and will take effect from the 1st April 2021, reviewed 14th February 2024 with no change.

Sharon Neal Clerk to Hullavington Parish Council.