

WELTON ROAD CEMETERY

Cemetery Regulations

PART 1 of 3

General Provisions.

1. The Cemetery will be open to the public.
2. All visitors to the Cemetery must keep to the pavement walkways, except when visiting a particular grave, and shall observe proper decorum in all respects.
3. In the Cemetery, smoking and cycling (except for the purposes of access to and egress from the Cemetery) are strictly forbidden.
4. Dogs will not be permitted to enter, except for blind persons' guide dogs.
5. Vehicular access is permitted within the cemetery. Parking is only permitted within the designated parking bays.
6. Vehicles parked within the cemetery grounds are left at the sole risk of the owner and Daventry Town Council will not accept any responsibility for any damage that may occur within the grounds.
7. Whilst in the Cemetery, no mason or other businessperson will be permitted to tout for or solicit orders, display exhibits or designs, or distribute business cards. Any attempt to do so will result in your immediate dismissal from the Cemetery grounds.
8. All trees, plants or flowers, which are the property of the Council, must not be used or removed without the permission and authorisation of Daventry Town Council.
9. Whilst in the Cemetery grounds, persons shall conduct themselves in an appropriate manner. Any behaviour that would prevent, interrupt, or delay the decent and solemn burial of any body is strictly prohibited.
10. All the ground and the burials which take place in the Cemetery, are placed under the care of Daventry Town Council or an authorised representative, whose duty it is to preserve order at all times, especially when burials take place.
11. The regulations laid down apply to all who enter the Cemetery grounds. Daventry Town Council or an authorised representative has instructions to remove anyone from the Cemetery who is found to be infringing these regulations.
12. All fees due must be paid in full to Daventry Town Council, 3 New Street, Daventry at the time of giving the notice of interment, please note all cheques should be made payable to Daventry Town Council.
13. The Council expressly forbid and will not accept any other payment, gratuity, gift, inducement or reward of any kind being made or offered to any of their officers or employees. All such officers and employees are expressly prohibited from entering into any arrangement whatsoever with any person for the execution of any private work within the Cemetery.
14. A Register of Burials and a Register of Graves will be kept by the Burials Clerk at the Daventry Town Council, 3 New Street, Daventry where, during normal office hours, searches may be made, and extracts obtained upon payment of the designated fee.
15. These Regulations are made by the Council for ensuring that all interments within the Cemetery are conducted in a decent and solemn manner and for the purpose or ensuring the proper administration of the Cemetery.
16. Daventry Town Council may in their discretion relax, alter, or vary these Regulations in any particular instance, and shall not be under any liability to any person by reason of these regulations.

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Provisions relating to burials.

1. Notice of any burial must be given in writing on the prescribed form to the appointed Officer, Daventry Town Council, 3 New Street, Daventry, during office hours.
2. A minimum of 7 days' notice is required before the time of the proposed interment (excluding Saturdays, Sundays, and public holidays). Where burials are required quicker than this due to religious or cultural reasons, then the Clerk of Burials or a member of the team at Daventry Town Council should be made immediately aware by means of a telephone call in the first instance.
3. In the cases of death from infectious disease or where other interments are required immediately, the minimum notice required under the previous regulation may be waived upon the production of a Medical or Coroner's certificate.
4. Before any interment can take place, the Certificate from the Registrar of Deaths or the certificate of cremation must be produced and handed to the authorised representative of the Council. In cases where an inquest has been held, the certificate from the Coroner must be produced. In the case of still-born babies, a certificate from a Surgeon / Registered Midwife will be required.
5. Burial times. Subject to the provisions of Regulation 6 below, all burials shall take place Monday to Friday between 10am and 2.00pm. No interments will be permitted on Saturdays or Sundays or public holidays.
6. In exceptional circumstances and subject to the availability of appropriate resources and to the observance of all necessary regulations, the Council will entertain applications for interments outside the burial times specified in Regulation 5 above. In such circumstances the burial fee will be increased to include the reasonable additional costs incurred by the Council.
7. Whilst all reasonable endeavours will be made to comply with such requests, the Council cannot guarantee the availability of such resources outside the hours referred to above and is therefore not bound to accept such requests.
8. The selection of any grave space will be made by the Council but wishes of the applicant shall be met as far as is reasonably practicable.
9. Only one body shall be buried in any single grave. In any double grave, only two burials will be permitted. In exceptional circumstances, the interment of cremated remains will be permitted, in single or double graves, such interment however would be subject to the same burial fees as an interment of a body.
10. A burial of any person who was not resident in Daventry Town will only be allowed if the Exclusive Rights of Burial have been purchased historically.
11. Coffins shall be constructed of wood or other biodegradable materials approved by the Council.
12. The depth of a grave will on every occasion, whether purchased or not, be subject to the regulations of the Council, and therefore no grave will be allowed to be deepened after the first interment has occurred.
13. Under no circumstances will a coffin be buried, where any part of the coffin is at a depth less than three feet below the level of the ground.
14. Under no circumstances will a second coffin be interred in a grave, unless it is effectually separated from any other coffin already interred, by no less than a six-inch layer of earth.
15. When any grave is re-opened for the purpose of a second or third interment, any remains previously buried must not be disturbed or removed whatsoever.

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16. No work of any kind may be undertaken in the Cemetery by anybody other than employees of the Council unless consent has been given in writing by Daventry Town Council or an authorised representative.
17. All arrangements for the attendance of a Minister of Religion must be made by the relatives or funeral director, and the Council accept no responsibility for such arrangements.
18. The time arranged for an interment must be the time at which the cortege is to arrive at the Cemetery, and therefore must be strictly adhered to.
19. The Council reserves the right to refuse a burial if it conflicts with the Cemetery's operational requirements.
20. The Council reserves the right, where necessary for the purpose of digging a new grave or re-opening an existing grave, to place a soil box on an existing grave. In such circumstances, after the burial has taken place, the Council will reinstate the adjoining grave to its former condition at the Council's expense.
21. The Council reserves the right temporarily to remove headstones or other memorials for the purpose of permitting access to adjoining graves to allow graves to be dug and burials to take place. In such circumstances, the Council will re-instate the headstone or memorial at the Council's expense.

Exclusive Rights of Burial.

22. The Council may grant the exclusive rights of burial of any grave or grave spaces upon submission of an application and relevant fee for the above.
23. The Council no longer permits the pre-purchase of exclusive rights of burial
24. Owners of Exclusive Rights of Burial cannot transfer such rights to anyone, without prior consent in writing from the Council, unless this is done through means of inheritance following the death of a Grave Owner the Council will require to see the legal documentation evidencing this. Exclusive Rights of Burial may be restricted.
25. No grave in respect of which the Exclusive Rights of Burial have been granted shall be reopened without the prior consent in writing from the owner or his executor / representative.
26. The Exclusive Right Burial Grant proves the purchase of the right of burial for the stated grave plot. The grant relates solely to the exclusive rights of burial and does not extend any freehold rights in respect of the land space, which remains with the Council.

PART 3 of 3

Provisions relating to Memorials.

1. After a period of nine months to allow for settlement, a headstone or other memorial may be erected on any grave in the Cemetery subject to compliance with the provisions of the following Regulations.
2. No headstone or other memorial (and any inscriptions thereon) may be erected without the permission of the Council. Applications for such permission must contain a scale drawing of the proposed headstone or other memorial. The work shall remain under the control of Daventry Town Council and all such precautions should be taken to protect the property of the Council, or any monument erected on other graves.
3. No gravestone, monument, tablet or memorial other than a design approved by the Council shall be erected on any grave in the Cemetery.
4. Exclusive Rights of Burial must be owned and in date before any memorial application will be approved. Applications for Memorial rights will be declined if not made by the bona fide grave owner.
5. Pending the erection of a permanent headstone or other memorial, a grave space may be marked with a temporary marker (such as a wooden cross) including a suitable nameplate. Such markers will be the responsibility of the person arranging the burial and will not be provided by the Council. The stonemason must remove such temporary markers and offer back to the grant holder after a permanent memorial has been erected.
6. No headstone or other permanent memorial will be permitted to be erected in the cemetery if the Exclusive Rights of Burial have not been purchased.
7. Welton Road Cemetery is a lawned cemetery. A lawned cemetery is where all the graves are grassed and level with the surrounding area e.g., no structures, fences, memorabilia, or raised mounds (except when the grave is first dug, as it needs nine months to settle). If the grave has exclusive rights of burial, approval can be sought for a headstone to be placed at the head of the grave with a small area within 0.5m of the headstone for the placement of cut flowers. It is strictly prohibited to place artificial grass matting, pillars, railings, fences, plinths, ropes, kerbs, ornaments, balloons, planted flowers or bushes, or any other structures upon the grave. Any restricted items placed on the grave will be removed and made available for collection, from the Council offices, for a period of two weeks. Daventry Town Council reserves the right to remove any items which are dangerous, a nuisance, inappropriate or placed outside the permitted area.
8. Daventry Town Council will not be liable for any loss, damage, theft or vandalism of any item (including memorial headstones) placed on the grave, however caused .
9. On a single human remains grave, a headstone must be 3ft (915mm) or under in overall height, with a base of no more than 2ft 6ins x 1ft 6ins (760mm x 455mm). Where a headstone is to be erected over a double burial plot (side by side adjoining plots) headstone must be 3ft (915mm) or under in overall height, with a base of no more than 5ft wide x 1ft 6ins deep (1520mm x 455mm).
10. On a cremated remains grave, a headstone must be 1ft 6ins (455mm) or under in overall height, with a base of no more than 1ft 6ins x 1ft 0ins (455mm x 305mm). No other memorial shall be permitted.
11. Where a headstone is to be erected over a double cremated remains plot (e.g. over two adjoining plots), a memorial must be 1ft 6ins (455mm) or under in overall height and 3ft (915mm) in overall width, with a base of no more than 3ft x 1ft (915mm x 305mm).
12. Daventry Town Council may at its discretion relax, alter, or vary these regulations in so far as dimensions of headstones and other memorials concerned in any particular instance and shall not be under any liability to any other person by reason of these regulations.

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13. In the construction of all headstones and other memorials, all materials shall be of the best quality natural stone, such as marble or granite, or other natural stone, with a sufficient foundation laid. All rubbish, stone or unused materials remaining after the headstone or other memorial has been erected must be removed and taken away by the Stonemason.
14. Subject to the provisions relating to vehicular access to the cemetery, all materials, headstones and memorials must be conveyed into the Cemetery by hand, so to avoid the cutting up of walkways and grassed areas. Mats, planks, boards and canvas sheeting must be used to preserve the grass or roads from damage by such works.
15. No hewing, dressing of stones, edging or other operations of that kind will be permitted within the cemetery, unless special permission has been given by Daventry Town Council.
16. Every headstone must bear the grave plot number on which it is to be erected and shall be inscribed in figures not less than 12 mm (0.5 inches) high and not more than 25 mm (1 inch) high, at the rear of the base of each memorial.
17. All headstones or memorials of whatever description that are permitted to be placed within the Cemetery, shall remain at the sole risk of the owner, and Daventry Town Council will not accept any responsibility for any damage or breakage that may occur within the grounds.
18. Any headstone or other memorial erected on a grave space must be removed on every occasion when it is necessary for the grave to be reopened, and this must be arranged for by, and carried out at the expense of, the person arranging the funeral.
19. The Council reserves the right temporarily to remove headstones or other memorials for the purpose of permitting access to adjoining graves to allow graves to be dug and burials to take place. In such circumstances, the Council will re-instate the headstone or memorial at the Council's expense.
20. It is the responsibility of the Exclusive rights holder/representative to ensure their memorial is kept in proper repair and is maintained in good order. The Council is empowered to remove, relocate, or lay flat any dangerous memorial. Prior to taking any such action, the Council will make every effort to notify the Exclusive rights holder.
21. The Council reserves the right to remove any such items from grave plots it considers not to be in keeping with the serenity of the cemetery.