



MARTOCK PARISH COUNCIL

Martock Parish Burial Ground Rules and Regulations

1. At least 48 hours' notice (on a form prescribed by the Parish Council) of every intended interment must be given to the Parish Council at the Parish Office, Market House, Church Street, Martock TA12 6JL. Except in special circumstances no notice will be received on Sundays or public holidays and such days must be excluded from the period of notice. An exception will be made on production of a medical certificate stating that early interment is necessary.
2. All fees in connection with an interment or memorial will be invoiced by the Responsible Finance Officer and paid within 30 days of invoicing.
3. No interment may take place on Sundays or public holidays. Not more than one funeral will be allowed to take place at one time.
4. All grave spaces will be allocated with the next available plot by the Parish Council with all Exclusive Rights of Burial limited to a maximum of two named owners. All graves will be dug by the Parish Council's nominated grave digger.
5. The certificate of the Registrar of Deaths, or, where an inquest has been held, of the Coroner, must be handed to the Parish Council before the interment can take place.
6. No body shall be buried in a grave so that any part of the coffin is at a depth of less than three feet below the level of the ground adjoining the grave nor shall the cremated remains of a body be interred in a grave so that any part of the casket is at a depth of less than one foot below the level of the ground adjoining the grave.
7. No body shall be buried in a grave unless the coffin is effectually separated from any other coffin already in the grave by means of a layer of earth not less than six inches in thickness.
8. Only coffins made of wood or wood products will be allowed, except with the express permission of the Parish Council.
9. Whenever an interment has taken place the surface of the grave must be covered with turf to the reasonable satisfaction of the Parish Council as soon as possible after the natural subsidence of the earth has taken place. No mounds will be allowed on any graves. Once a grave has been levelled the Parish Council requires access at all times for maintenance purposes.
10. The applicant or their approved agent shall be responsible for the excavation or reopening of any grave and for removing surplus soil from the Burial Ground.

11. Where any grave in which an interment has previously taken place is re-opened for the purpose of making another interment, no person shall disturb any human remains interred therein or remove there from any soil which is offensive.
12. The exclusive rights of burial in a grave may be purchased by residents of the electoral parish of Martock on payment of the appropriate fee. (Exceptions may be granted for long term residents who have had to move for end-of-life care). This provides exclusive rights to the Grantee and his/her successors in title for a period of 99 years. The owner of an exclusive right of burial shall maintain the grave in good order and condition to the satisfaction of the Parish Council.
13. The scattering of ashes is prohibited except with approval from the Parish Council in an allocated plot.
14. Flowers or shrubs may not be planted in any grave space without the express permission of the Parish Council. Any flowers or shrubs planted without permission will be removed by the Parish Council.
15. Wreaths and cut flowers may be laid upon a grave but when withered must be removed. The Parish Council may remove wreaths and cut flowers that are withered.
16. Once a grave is levelled, not more than two flower vases may be placed on a grave. They shall be placed at the head of the grave space and inserted there so that the tops of the vases are at least two inches below ground level. No glass containers are to be used and no other objects shall be placed on a grave except with the express permission of the Parish Council.
17. The consent of the Parish Council shall be obtained before any memorial is erected or any inscription is placed upon a proposed or existing memorial. In all cases designs, dimensions and inscriptions proposed must be submitted to the Parish Council for approval. Payment of the appropriate fees must be paid in advance.
18. The following memorials will be permitted, subject to the regulations concerning materials:
 - a. A simple headstone not exceeding 4' in height above ground level and 3' 4" in width and having no base, step, built-in vase or other projection raised above the level of the surrounding ground; **or:**
 - b. A simple cross not exceeding 4' in height above ground level and standing on a base which is either flush with the surrounding ground, or, if above the ground level, not larger than 4' by 2' 6" and not consisting of more than two steps; **or:**
 - c. A flat stone laid flush with the surrounding ground so that a mower may readily pass over it (maximum size 6' 6" in length and 3' in width); **or:**
 - d. On a cremation plot, a flat tablet or desk type tablet no more than 18" x 12". The tablet may be laid on a subbase provided this is installed flush with the surrounding ground.

No kerb sets will be approved

19. The grave number must be permanently engraved on all memorials erected in the burial ground.
20. All the materials used in the construction of a memorial shall be of good quality and purchased from a BRAMM (British Register of Accredited Memorials Masons)

Approved Memorial Masons meeting the BS8415 Standard. No memorial shall be constructed of bricks and plaster, Bath or other soft stone, zinc, iron or any other metal.

21. A memorial in the form of a cross may be constructed of wood, subject to special conditions laid down by the Parish Council only to be placed at the head of the grave.
22. Every memorial shall be firmly fixed in the ground on a concrete bed, the top of which shall be at least 6" below the surface of the ground.
23. Materials of every description to be used in the construction of memorials shall be conveyed into the burial ground by hand or on carts or trucks with wheels not likely to cause damage to the paths and turf. The person responsible for erecting the memorial must remove all spare soil and clean up after completion of the work, to the satisfaction of the Parish Council.
24. Memorial shall not be removed from the burial ground except with the consent of the Parish Council.
25. Dogs accompanying visitors to the burial ground must be on a lead at all times.
26. No games, sports, riding of bicycles, skateboards, roller blades etc. are permitted within the burial ground.
27. Seats or other structures may not be placed or erected in the burial ground without the express permission of the Parish Council. Any requests need to be made in writing to the Parish Council. It is the responsibility of the applicant to maintain the fabric. The Parish Council reserves the right to remove damaged or poorly maintained benches.
28. Motor vehicles may not be taken into the burial ground without the express permission of the Parish Council.
29. Visitors to the burial ground are required to refrain from damaging shrubs, flowers and memorials and to behave in a dignified manner.
30. The ownership of the Exclusive Right can be transferred back to the council. However, a refund can only be made up to the maximum sum of that previously paid for the Exclusive Rights. A Form of Renunciation will also need to be completed to legally transfer the rights back to the Council. If you wish to transfer the Grant of Exclusive Right of Burial please contact Martock Parish Council who will assist with this procedure and provide advice on the documentation required and the fees payable.

These rules and regulations were agreed at a meeting of Martock Parish Council on 27th July 2016 and take effect from 1st September 2016

Amendment Date	Item	Amendment
February 2023	12	Parishioners only
March 2024	30	Buy back option available
June 2024	2	Fees to be paid by invoice
	4	Allocated next available plots, maximum of two named owners on Executive Rights or Burial and Graves to only be dug by Council's nominated Grave Digger
	13	Scattering of ashes prohibited except with approval on an allocated plot
	14	Any flowers and shrubs planted will be removed
	15	Changed Council's Groundmen to Parish Council
	18	No kerb sets will be approved
	20	BRAMM registered Memorial Masons meeting the BS8415 Standard
	21	Crosses only to be placed at the head of the grave
	25	Dogs on lead at all times
	27	Requests need to be made in writing to the Parish Council