



BINGHAM TOWN COUNCIL CEMETERY RULES & REGULATIONS

BINGHAM CEMETERY can be broken down into specific areas as follows:-

Original Cemetery (including Garden of Rest Area) - from the Cemetery gates up to the hedge towards top of the Cemetery.

Cemetery Extension (including memorial kerb stones for ashes and a memorial tower) - through the hedge to the top of the Cemetery. This area is an open plan cemetery and **only memorials at the head of the grave plot are allowed**, i.e. no further decorations along the length of the grave plot allowed.

GENERAL RULES OF CEMETERY:

1. The Cemetery is administered by the Clerk to the Council under the general direction of the Town Council and its Recreational & Cemetery Committee.
2. All matters concerning burials, graves or memorials should be addressed to the Clerk.
3. All payments to be made to the account of Bingham Town Council and delivered to the Clerk.
4. A Table of Fees is available from Bingham Town Council Office, The Old Court House, Church Street, Bingham, NG13 8AL. This information is also available on the Town Council website: www.bingham-tc.gov.uk. Refer to Appendix 'A'.
5. A register of burials and deposits of cremated remains is kept and may be inspected free of charge. Copies of entries may be obtained, for a fee, by arrangement with the Clerk.
6. The Cemetery is open to the public every day, dawn to dusk.
7. No person in the Cemetery shall do anything which does, or is likely to, interfere with the proper conduct of any interment or ceremony.
8. In order to respect the peace and quiet of the Cemetery, all ball games, skateboards and roller blades are prohibited. No consumption of alcohol or any inappropriate behaviour shall be permitted at any time.
9. Please place all litter in the bins provided, or take it with you as you leave the Cemetery.
10. Only working guide dogs may be brought into, or allowed to come into, the Cemetery. No other animals are allowed.
11. Permission is required from the Town Council to plant any tree, shrub or flowers within the cemetery. **The Town Council reserves the right to remove and destroy any unauthorised trees, shrubs or flowers.**
12. Permission is required from the Town Council to install a seat within the Cemetery and only seats approved by the Town Council will be allowed. Bingham Town Council to approve the exact location of the seat.
13. No memorial may be placed on any grave space unless an Exclusive Right of Burial has been granted to the person making the application.

14. Whilst a grave is being excavated it may be necessary to place displaced spoil on top of an existing grave nearby. This is undertaken in a respectful manner and the existing grave is always boarded first to ensure there is no direct contact between the spoil and grave.

Right of Burial

This Cemetery is one to which the Local Authorities Cemeteries Order 1977 applies and, accordingly, the provisions of Schedule 2 to that Order, a copy of which may be inspected by arrangement with the Clerk.

It is the responsibility of the owners of any Exclusive Right of Burial to ensure that the grave space is kept in a neat and tidy condition.

Also, it is the responsibility of the owner of any memorial to keep it in a safe, neat and tidy condition.

Specific restrictions apply:

15. The Exclusive Right of Burial in any grave space shall be for a period of one hundred years (fee paid).
16. The right to erect and maintain a memorial on a grave space shall coincide with the period of right of burial.
17. The Clerk will require evidence that the person making any application has the proper authority before considering any activity requested in respect of a grave or memorial space in which an exclusive right has been granted.
18. All gravestones, monuments, memorials and inscriptions are subject to the approval of the Clerk, at least thirty days before work commences and/or the inscription is to be cut, or the memorial placed.

The following information is required and **must** be deposited with the Clerk:-

- (a) A copy of any proposed inscription and
 - (b) A drawing showing the material, shape and dimensions of any memorial.
19. The purchaser of an Exclusive Right of Burial in any grave space shall have the right to deposit as many as two inhumations within that space, and, in addition, may deposit cremated remains (provided that, for each, appropriate notice is given, due payment made and that no previously deposited remains are disturbed).

Memorials

20. The Exclusive Right of use in a space to display a memorial other than on a grave, (for example a plaque for commemoration after cremation), shall be for a period of one hundred years (fee paid).
21. The area at the head of a lawn grave is designated as a tribute area. This will be no larger than 2 feet 9 inches wide by 12 inches from the base of the headstone. In the case of cremation, the tribute area is in the area of the memorial plaque.

In the tribute area:

- The grave owner may set decorations, potted plants, floral tributes and ornaments.
- Any other person may also set decorations provided that they have the consent of the grave owner.
- Nothing may exceed the height of the headstone, encroach upon adjacent graves or overhand the edge of the tribute area.

- For safety reasons, decorations made of materials that will shatter or are likely to be easily broken may not be left.
 - No decoration shall be left that is likely to cause offence or upset visitors.
 - It is the responsibility of the grave owner to keep the tribute area in a safe, neat and tidy condition.
22. Any other memorial or object must be specifically approved by Bingham Town Council.
23. The Town Council will take any reasonable steps to make good any deficiency or deterioration of condition including, if necessary the removal of any memorial, decoration or object that contravenes these regulations.
- The Town Council reserves the right to take immediate action to remedy any contravention of the regulations.
 - Where appropriate the Town Council will allow 28 days for the grave owner to address the problem.
 - If the contravention of regulations is not remedied in 28 days the Town Council will place a notice on the grave requesting that the grave owner address the problem.
 - If the contravention of regulations is not remedied 28 days after notice is given the Town Council will take any reasonable steps to remedy the contravention of the regulations.
24. Only a person acting with accredited authority – such as an employee of the Council, a contractor, funeral director or memorial masonry firm – shall dig or carry out memorial masonry work in the Cemetery. Any accredited person working in the Cemetery must take all reasonable steps to ensure that no injury or damage is caused to any person or property, and to leave the area in a safe, neat and tidy condition.
25. Notice of any intended work within the Cemetery must be given to the Clerk on the appropriate form (available from the Council Office) at least three working days in advance, to enable the necessary permission to be given and permits issued.

Any fees due shall be paid at the time the notice is delivered to the Clerk.

MEMORIAL KERB STONES FOR ASHES

These are available to purchase and are for two interments each complete with memorial plaques. Additional charges are incurred for the second interment and engraving.

MEMORIAL TOWER

Memorial plaques can be purchased for installation on the Memorial Tower.