

SYSTON TOWN COUNCIL

ACTING AS BURIAL AUTHORITY, RULES & REGULATIONS

1. Plans of the Cemetery showing the divisions into consecrated and unconsecrated portions and the sections thereof, with the grave spaces thereon numbered, and deposited at the Office of the Registrar of the Cemetery, where a copy of the bye-laws and a table of the fees and every other information may be obtained on application.

2. Each division in the Cemetery is divided into sections:- A.B.C.D.E.F.G.H.I.J.

In section A.B.C.D.E.F.G.H.I. and J a person may purchase and have exclusive right of burial therein for 75 years.

A deed of grant will be furnished in respect of each grave purchased.

3. A person who purchased the right of freehold in any section shall not convey, assign or transfer such right without the sanction of the Burial Authority having been first obtained, but any person having purchased such right shall be at liberty to inter a body on payment of the appropriate fee.

4. When the exclusive rights of a grave have not been purchased; i.e. interment in an ordinary grave selected by the Registrar, the undertaker shall be responsible for obtaining a signature from the next of kin recognising the fact that some other person will be interred in the same grave. The necessary form will be supplied by the Registrar and this signed form will be filed with the Notice of Interment.

5. Not less than forty eight hours' previous notice for re-opening, and not less than thirty six hours' notice for interments must be given. Seven clear days' notice must be given if a vault or brick grave is required. Provided:-

- (i) that such notice may be dispensed with by order of the Burial Authority if the preservation of the public health so requires.
- (ii) that such notice be given in a form provided by the Burial Authority (Notice of Interment) and the person giving the notice furnish the Coroner's or the Registrar of Births and Deaths Certificate for the Disposal of the body; with information as to where the death occurred; the section and space in which it is intended the interment shall take place; the name of the minister to officiate; the day and hour for the interment, the size of the coffin duly certified by the undertaker; and in the case of a purchased grave, the consent in writing of the owner. Times allowed for burial, 9.0 a.m. to 4.0 p.m. Monday to Friday; No burials on Saturday and Sunday.

6. Each grave in the Cemetery shall be 8 feet by 4 feet, interments and caskets interred at the approval of the Burial Authority.

7. All earthen graves shall be dug, filled in and turfed over by the person appointed by the Burial Authority. No permanent mounds will be allowed. All vaults and brick graves, are to be made and opened at the expense of the parties requiring the same under the superintendence of the person appointed by the Burial Authority. Walls of

the vaults must be 9 inches thick all round. The walls of brick graves must be 4 1/2 inches thick and the interior of the grave must be rendered with water proof cement rendering, and they must be built to within 24 inches of the surface.

8. Nobody shall be buried in any vault or walled grave, unless the coffin be separately intombed in an airtight manner, by properly cemented stone or brick work, which shall never be disturbed. Coffin of wood, or wood derivative only will be allowed on graves in which exclusive right of burial has not been purchased in perpetuity.

9. Every person who, in the Cemetery buries a body in a grave space shall pay to the Burial Authority, as a charge for the use of the Cemetery, fees in accordance with the scale of fees set forth in the Table of Fees and Charges.

10. Every person, who in the Cemetery erects a grave stone, monument or memorial shall submit to the Registrar of the Cemetery a drawing showing the form and materials of such grave stone, monument memorial together with a copy of the inscription intended to be cut thereon, which must be approved by him prior to the erection or fixing of same. All such grave stones, monuments and memorials shall only be allowed in the Cemetery subject to the approval of the Burial Authority, and must be marble, stone or slate except with the express consent of the Burial Authority. No monument to exceed 3 feet 9 inches in height. Every person who in the Cemetery erects a monument, memorial, headstone or kerb (not being a receptacle or article chargeable under bye-law 13) shall pay to the Burial Authority for the privilege of doing so, the fees in accordance with the scale set forth in the Table of Fees and Charges. Registrar to be informed of the date of fixing in advance.

11. The Burial Authority reserve the right to dispose of any Headstone or Kerbs not replaced on to the graves after a period of 2 years from the last interment.

12. All memorials to be of standard size to be agreed by the Town Council on the garden of Remembrance. Size to be 9 inches by 9 inches by 4 inches and 8 inches by 8 inches by 8 inches on newer section.

13. The re-turfing of the graves is to be carried out only by the Registrar or his assistants. No ornaments, plants, bushes or decorations will be allowed without the approval of the Burial Authority, and all unsightly ornaments will be rejected. No article placed on the grave may be carried out of the Cemetery without permission.

14. Every receptacle or other articles bearing any form of inscription as a memorial (not being a headstone or kerb, or otherwise chargeable under the scale of fees as such) to be placed on a grave in the Cemetery must first be submitted to the Registrar of the Cemetery and a fee paid, and no such receptacle or article shall be placed on any grave until approval has been received. Any such article or receptacle shall not exceed eighteen inches in height and shall not have a base measurement exceeding twelve inches square.

15. Every grave stone, monument and other materials shall be conveyed into the Cemetery on suitable vehicles and any injury done to the grounds and walks thereby shall be made good by the persons causing same.

16. All monuments, tablets, tombs, grave stones, kerbs and palisades are to be kept in repair by the owners (except a special agreement be made with the Burial Authority) and if not repaired after due notice, may be removed by order of the Burial Authority. If no owner, or his or her representative can be found to whom notice can be given, then such notice shall be considered due notice and properly served if same is attached and remains attached to any portion of the grave space on which such memorial is erected for a consecutive period of one month.

17. No erection of any kind to be allowed, unless built upon a foundation satisfactory to the Registrar. No hewing or dressing of stone to be done within the Cemetery. Mats, canvas or boards to be used for the protection of the grass or turf, as the Registrar or his attendants may direct. All work when commenced, to be continued day by day until completed. Copper clamps only, to be used in tablets and monuments.

18. Kerbs enclosing two or more adjacent graves will be allowed at a single fee on sections A-G inclusive. Kerbs are not allowed on Sections A.B.H.I. and J inclusive.

19. The Burial Authority will contract with the owner of the grave space or with the representative any person interred in an ordinary grave space for the annual upkeep of such grave, or for the upkeep in perpetuity on the payment of the appropriate fee. The persons concerned must sign the requisite form of the office of the Registrar of the Cemetery, giving the name and number of the grave space and compartment.

20. In case such particulars cannot be given and a search in the register is necessary a fee may be charged by the Registrar for such search. Instructions will also be received by the Registrar for re-turfing a grave on payment of the appropriate fee.

21. The Burial Authority do not undertake any responsibility for the repair and cleaning of the monuments. The amount of attention to be given in consideration of the fees mentioned in the Table of Fees must at all times be in absolute discretion of the Burial Authority.

22. Subject to the discretion of the Burial Authority, the Cemetery will open to the public from 9.00 a.m. throughout the year and closed in the months of November, December, January and February at 4.00 p.m. and during the rest of the year at 9.00 p.m. or at sunset, whichever be the earlier. The Burial Authority reserve the right to exclude the public from the Cemetery grounds on occasions as they deem necessary.

23. Children under twelve years of age will not be admitted except in the care of a responsible person; and all visitors will be expected to keep on the gravel roads and walks, and to refrain from touching the shrubs and flowers and to observe perfect decorum in all respects. Any person found conducting himself in a riotous or disorderly manner, will be expelled from the Cemetery, and the attendant has authority for this purpose.

24. Dogs will not be allowed in the Cemetery. (excluding Guide Dogs).

25. The Burial Authority request the public to refrain from smoking in the Cemetery.

26. Any person who shall wilfully destroy or injure any building, wall, fence, gate, post, railings or approach of, or belonging to, or connected with the Cemetery, or destroy or injure any tree, shrub or plant thereon, or shall daub or disfigure any wall thereof, or put any bill therein or on any wall or paling thereof, or wilfully destroy, injure, or deface any tablet, inscription, grave stone, or palisade, or do any wilful damage, play at any game or sport, or discharge any firearms (except at a military funeral by special permission of the Burial Authority, or the Registrar), in the Cemetery, or wilfully and unlawfully disturb and person assembled therein for the purpose of burying any body, or commit a nuisance in the Cemetery, is liable to forfeit to the Burial Authority for every such offence a sum not exceeding £100.00, and in the case of continuing offence to a fine not exceeding £10 for each day during which the offence continues after the conviction therefore.

Local Authorities' Cemeteries Order 1977. Article 18 (1) and (2)

The Burial Authority reserve to themselves the right from time to time to make any alterations in the foregoing rules and fees.

SYSTON TOWN COUNCIL
Community Centre,
School Street,
Syston,
Leics., LE7 1HN.

By Order of the Burial Authority