

# Regulations of the Cranbrook & Sissinghurst Burial Board

## Interments

1. A fully completed Notice of Interment form and all Fees and Charges (see current fee sheet for applicable charges) payable to Cranbrook & Sissinghurst Parish Council must be received and accepted by the Clerk at least two complete working days before any interment takes place.
2. The Registrar's Certificate for Burial or Cremation or the Coroner's Order for Burial must be delivered to the Clerk prior to interment.
3. No burial can take place before 10 a.m. or after sunset or on a Saturday, Sunday, Christmas Day or Good Friday without special permission.
4. Burial in an earthen grave: Earthen graves shall be dug to a maximum of 9 ft by 4 ft and coffins of wood, wooden derivatives, or other materials at the discretion of the Clerk to a maximum size of 6 ft 6 ins x 2 ft 6 ins should be used. No earthen grave shall be of a depth of less than five feet, or in the case of the interment of a child under six years, 4 ft. No machines to be used for digging.
5. Interment of ashes: Cremated ashes must be placed in a wooden or biodegradable container and shall be interred at a depth of not less than 2 ft. A maximum of two interments shall be permitted in each reserved space in the ashes sections subject to depth availability.

Ashes may be interred in an earthen grave if space permits. Up to three caskets - to be buried in a single line from the headstone.

6. No raised ground will be permitted to any grave, except when settlement is taking place for up to 1 year after an interment.
7. It is the responsibility of the Undertaker to employ a reputable grave digger and to oversee that the work is carried out correctly. It is also the responsibility of the Undertaker to ensure that all works carried out by their contracted grave digger are covered by public liability insurance.
8. The selection of the place of interment is in all cases subject to the approval of the Clerk, but the wishes of the parties will be met so far as may be deemed practicable.
9. Holders of a Grant of Exclusive Right of Burial may transfer the ownership of any purchased ground to relations by blood or marriage who live within the Parish with the consent of the Board. All such transfers are to be duly registered at the expense of the applicant at such fee as may be determined from time to time.
10. Purchase and Reservation of Graves and Ashes Plots - Cranbrook and Sissinghurst Parish Council will only reserve plots in the following instances:
  - a. When an interment is booked following the death of one spouse/partner an adjacent plot can be offered to the other spouse/partner for reservation (at costs current at that time).
  - b. When an interment is booked following the death of a child, an adjacent plot or plots can be offered to one or two parents for reservation (at costs current at that time).
  - c. When an ashes interment is carried out an adjacent plot can be booked (at costs current at that time)

No other pre-purchase or reservation is permitted.

## Memorials

11. On earthen graves memorials will be permitted. Memorials should be made of stone or marble. Any other materials at the discretion of the Board. No memorial when erected shall exceed 4 ft 6 ins in height (above ground), or 2 ft 6 ins width. All applications for double memorials must be referred to the Board. The Board reserves the right to withhold permission on any memorial that they consider inappropriate.

Memorial tablets in the Ashes Section shall not exceed 18 ins x 18 ins, either flat or elevated, the height above ground not to exceed 2 ins. All tablets should be placed on a grey slab measuring 24 ins x 24 ins. This regulation applies to existing tablets if they are removed for any reason.

Monumental Masons who are members of BRAMM (British Register of Accredited Memorial Masons) are authorised to introduce memorials at Cranbrook and Sissinghurst. This is to ensure that the supplier has adopted and been tested on the NAMM (National Association of Memorial Masons) Code of Working Practice to ensure that quality and safety standards are met. Permits will only be issued to accredited Memorial Masons. Any other memorials by suppliers not accredited will be at the sole discretion of the Board.

12. No memorial to be erected upon any grave, the exclusive right of burial which has not been purchased.
13. Wooden crosses used by Undertakers as markers must be removed within a period of six months from the date of the burial.
14. Applications including drawings showing dimensions of every memorial or tablet with a statement of the type of stone to be used, proposed position on the grave space, plus a copy of every inscription, shall be submitted to the Clerk for approval. No memorial or tablet shall be introduced or placed in the Cemetery without such approval, and until the relevant fee has been paid.
15. The row, number and other distinguishing marks (if any) corresponding with the Interment Book must be cut at the foot of all memorials in not less than one-inch letters so placed as to be always visible.
16. Ongoing Responsibility - The person/persons to whom the Grant of Exclusive Right of Burial has been issued, or to whom the Grant may be subsequently transferred, is responsible for the upkeep of that grave or ashes plot for the period of the grant. Memorials and graves shall be kept in a good and safe condition. In the event that the Burial Board considers that any memorial has become unsafe, it reserves the right to lay down or remove a memorial after making all reasonable efforts to contact the owner. The Burial Board may take any action it sees fit to repair and tidy any grave that has fallen into disrepair, and the cost may be charged to the registered owner of the grave.

The Burial Board strongly recommends grave owners take out insurance to cover damage to their memorials.

17. Tributes: -
  - Floral tributes may be placed on graves and ashes tablets.
  - All items placed on graves or ashes tablets shall be subject in all cases to the approval of the Board which shall reserve to itself the absolute right to remove any it considers unsuitable or to have become unsightly, including trees or shrubs or other plants that the Board considers to be unsuitable.
  - No form of enclosure, e.g. wire netting or fencing, shall be permitted.
  - No glass receptacles are permitted for health and safety reasons.
18. Solar lights/lanterns are not permissible in the burial grounds.

Reviewed: October 2023

**Adopted: November 2023**