

WROTHAM PARISH COUNCIL

Burial Ground Fees and Regulations

Rates Application from the 1st April 2024 – 31st March 2025

To Purchase Right of Burial in New Grave

For an earth grave for a period of 99 years, incl of Entry in Register of Grant	£833.80
For an earth grave for a child for a period of 99 years	£ NIL
For an earth grave for a stillborn baby or up to 1year old for a period of 99 years	£ NIL

To Purchase Right of Burial in Graves Previously Used for Limited Period Burials

As above

Ashes Plots

Single cremated remains plot, incl of certificate of ownership	£228.80
Double cremated remains plot, incl of certificate of ownership	£334.40

Where There is More Than one Interment in a Grave

First interment after 10 years purchase	£137.50
For second interment	£277.20
Ashes in re-opened grave	£ 70.40

For the Right to Erect Memorials etc

		Vat	
Headstone only	£286.00	£57.20	£343.20
Additional inscriptions	£ 71.25	£14.25	£ 85.50
Memorial for ashes	£ 71.25	£14.25	£ 85.50

Notes

All fees and charges of the Council must be paid to the Burials Clerk at the time of Giving Notice of Interment.

Facilities for digging graves are not available in the Parish, and undertakers should make their own arrangements.

All fees connected with the performance of the Rites of Burial are payable to the officiating Minister.

A copy of Wrotham Parish Council Burial Ground Regulations, which must be adhered to, is attached. Any queries about them should be addressed to the Burial Clerk.

**Contact details:- Ms L Cox Wrotham Parish Council PO Box 228 Sevenoaks Kent TN13 9BY
Tel:- 01732 886139 or email:- wrothampc@btinternet.com**

WROTHAM PARISH COUNCIL

Wrotham Burial Ground Regulations 5 November 2008

1. Throughout these Rules and Regulations “The Council” means the Parish Council of Wrotham.
2. The Burial Ground is divided into Consecrated (Adult and Children), General Portion and Cremated Remains.
3. Eligibility

The parishioners, including all those on the Parish Electoral Roll, and others who die in the Parish have a right of burial in the Burial Ground if there is room. The Parish Council may also grant permissions for the burial therein of other people at its discretion and always where a person who has been resident within the Parish of Wrotham for a period of fifteen years and who at the time of death has been resident outside the said Parish for a period not exceeding five years or if parents or siblings are buried there.
4. Procedure

A grave space may be purchased from the Parish Council and a list of the fees applicable for this and other amenities is annexed hereto as Schedule A. All fees and charges as per the table annexed are payable to the Burial Clerk on giving notice of interment.
5. A plan of the Burial Ground has been made upon which every grave space has been marked and each space has been sufficiently designated on the ground to correspond with such grave on the plan. A copy of the said plan is held by the Burial Clerk.
6. The Council shall designate the grave space.
7. Applications shall be made in the first instance in writing to the Burial Clerk of the Parish Council giving at least three clear days notice, excluding Sundays and public holidays. If the application comes within the limits as set out in paragraph 3 and if the Council’s Burial Clerk approves, then consent will be given to the application. If, however, the

application is not within the Council's power to grant or if it does not think fit to approve it, it will so inform the applicant. The Council shall not withhold its consent unreasonably.

8. A Register of Burials shall be kept by the Burial Clerk who shall at all reasonable times make searches and supply certified extracts.
9. All interments shall take place between the hours of 9.30am and 4.00pm on Monday to Friday and between the hours of 9.30am and 2.30pm on Saturday. No interments may take place on a Sunday. The exact hour in all cases shall be subject to arrangement with the officiating Minister by the person giving notice of interment.
10. The time named for a funeral shall be that at which the procession is to arrive at the Burial Ground. The Certificate of Disposal of the person to be buried, or the Coroner's Certificate where an inquest has been held must be given to the Burial Clerk beforehand, preferably at the same time as notice of intended interment.
11. Where the exclusive right of burial in a grave space has not been purchased, and where no further space in the desired area is available, the Council reserves the right to reopen that grave at any time for the interment of the body of the person not being a relative of any person already interred in the grave.
12. The depth of every grave shall be recorded in the Register of Graves
13. Where any grave in the Burial Ground is reopened for the purpose of a second interment a layer of earth six inches (150mm) in thickness shall be laid between the coffins. No human remains shall be removed.
14. Coffins of wood, wicker or other light materials shall be used in earth graves and nothing else.

15. Design and Materials of Monuments

Only monuments complying with the rules below will be permitted in the Burial Ground.

- Form and Dimensions

Headstones should be simple, of polished or unpolished stone, slate or hardwood not more than 4ft (1200mm) high, 3ft (900mm) wide and 6ins (150mm) thick or less than 2ft.6ins (760mm) high, 1ft.8ins (500mm) wide and 3ins (75mm) thick. Alternatively, a cross or symbol of faith of similar dimensions may be erected, or a natural stone vase or urn measuring no more than 12ins x 8ins x 8ins (300mm x 200mm x 200mm).

- Base and Surrounds

A base forming part of the headstone design is permitted and may incorporate a vase for flowers, the top of which shall be level with or below the surface of the base. No base may project more than 2ins (50mm) beyond the headstone in any direction, except when a vase is incorporated, in which case the base may extend a maximum of 8ins (200mm) beyond the headstone. The base itself shall be securely fixed to a foundation slab (preferably concrete), extending beyond the base by between 3 and 5ins (75mm to 125mm) all round, flush with or just below turf level so that a mower may pass freely over it. Monuments must not include any of the following features:-

- Kerbs
- Plain or Coloured Stone chippings
- Statues
- Open Books
- Hearts, either engraved or shaped
- Photographic or other physical surface additions to the stone

- An image of the deceased that is etched into the fabric of the stone is permissible provided it conforms to the following criterion: -

- A portrait of the head and shoulders of the deceased
- Maximum size of the image is 52mm x 74mm (A8 ISO)

- Inscriptions

Name and forename of the deceased should be given with age and dates of birth and death. A scaled image of the final proposed gravestone that includes: - the terms of any epitaph should be approved by the Council's Burial Clerk who reserves the right to require it to be omitted or amended. Lettering should preferably be incised. The plot number should be engraved on the rear of the headstone.

16. All fees for memorials shall be paid to the Burial Clerk before permission is granted to erect a headstone.
17. In the event of any monument being erected or placed in the Burial Ground without consent of the Council, those responsible may be required to remove and pay the costs of any legal proceedings compelling them to do so.
18. After interment every grave shall be filled in with the earth removed from it so that the surface of the grave is level with the surface of the adjoining ground. The grave may then be planted with suitable flowering plants, but not with trees. If after 12 months the grave has not been levelled the council reserves the right to remove excess soil and to place turf over the grave.
19. The Council reserves the right to prune or remove the plants, shrubs or trees when not properly attended or kept in order.
20. Wreaths or cut flowers may be laid directly on any grave or placed in any vase authorised under these regulations but the Council may remove them when they appear to be withered. If a built-in vase or container is not used for a period of twelve months or more the Council may insert a stone stopper in the vase.
21. An area of the Burial Ground has been set aside for the interment of cremated remains. Memorials for ashes shall consist of a flat or sloping stone 14" x 14" (360mm x 360mm) and a maximum of 3" (75mm) above ground level. This can incorporate a flower holder of stone or metal but not glass.
22. No dogs are allowed under any circumstances in the Burial Ground except for guide dogs.
23. The Council shall be entitled to alter these rules as and when they see fit or circumstances demand. Such alterations shall not, however, be retrospective and notice of them must be given to any person applying for a grave space, a burial or the interment of ashes.

Burial Clerk : Ms Lesley Cox, PO Box 228, Sevenoaks, Kent. TN13 9BY

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