

White Hill burial ground regulations

- F1** White Hill burial ground is owned and managed by Goring on Thames parish council and supervised by the clerk to the council. **The public has no right of way on to or across the burial ground.**
- F2** Areas are set aside for Church of England, Roman Catholic and other denomination burials. In each there are grave spaces for coffins and for cremated remains in caskets. There is no exclusive facility for scattering cremated remains: However, ashes may be scattered on existing graves, with the consent of clerk and the family.
- F3** White Hill is a lawn burial ground. No planting of trees, shrubs, bulbs or other material of a temporary or permanent nature is permitted. In particular, in order to be able to mow and maintain the grass/lawn burial ground, the use of cages around the burial plots is not allowed. Also, all pots, vases, flowers, statuary, etc should be limited to the surface area of the plinth in front of the headstone. The intent is to keep the grass sections to be easily accessed for mowing and to maintain the overall appearance of a grass burial ground, but still allow individual, personal expressions of deceased loved ones.
- F4** There are regulations regarding monuments and inscriptions.
- F5** These regulations apply to public behaviour in the burial ground.
- F6** Fees are charged in accordance with the council's schedule applicable at the time of the burial or erection of a monument. Current fee scales can be viewed on the internet, at: www.goringparishcouncil.gov.uk. Residency qualification for charges for both interment and memorials are based upon the last permanent address of the deceased and not the exclusive rights owner. A maximum of 5 years limit applies when moving out of the home address for residential care etc.

Arranging burials and cremations

- F7** Arrangements are usually made by a funeral director, who is responsible for ensuring that the applicant is fully aware of the contents of these regulations including memorials and inscriptions before seeking permission to carry out an interment. Clients may make their own arrangements subject to the approval of the clerk to the council who shall be the first point of contact and is responsible for ensuring that the applicant is fully aware of these regulations. The council office is normally open on Mondays to Thursdays except on public holidays. Burials and interments of cremated remains can normally be arranged at three working days' notice.
- F8** Notice of interment must be given to the parish council at its office on the form provided by the council. The person making the arrangements must sign the notice. Information from this form is used in the burial register. The register is kept available for public inspection at the council's office. A plan showing the location of each grave space is also available for public inspection.
- F9** Estimates of fees can be given on the telephone. All fees must be paid at or before the time of burial. An official receipt will be issued on request.
- F10** A burial can take place only in a grave space for which an exclusive right of burial has been purchased. Burial rights are purchased at the time of the first burial, usually by a family member. The exclusive right is for 99 years from the date of

purchase. The policy of the council is not to permit advance reservation or purchase of burial plots.

- F11** Second or subsequent burials in a grave space can only be carried out with the permission of the burial rights owner. Families must keep the council informed of the current ownership of the burial right if it is transferred or passes by inheritance.
- F12** Ownership of an exclusive right to burial conveys no other legal rights over the grave space, which remains the Council's property.
- F13** Coffin grave spaces generally have room for two coffin burials and a number of caskets of cremated remains. A triple depth grave can accommodate up to three coffin burials. Cremated remains grave spaces have room for two caskets.
- F14** Grave spaces for first burials will be selected by the council in the appropriate site of the burial ground and marked approximately two days before the burial. The policy of the council is normally to allocate the next space in line.

Preparing the grave

- F15** Goring on Thames parish council will be responsible for the excavation of a coffin grave to the required depth and for backfilling immediately after the burial ceremony. The grave may be opened the day before the burial but must be left safely covered in accordance with current health and safety legislation. No work may be carried out whilst burials are taking place.
- F16** The first burial in a double depth coffin grave space shall be excavated to a depth of not less than 2000mm and the second burial to a depth of not less than 1300mm. When a grave is reopened for a second burial a minimum of 150mm of soil must be left between coffins. No brick graves or vaults are allowed.
- F17** A casket of cremated remains shall be buried so that its top is at least 300mm below ground level.
- F18** Only coffins made of perishable material will be used except with the prior approval of the council in special circumstances.
- F19** Surplus soil and chalk excavated from any grave will be disposed of by the parish council. At least 300mm of soil must be used to complete backfilling to ground level. A supply of topsoil is provided. The backfilling shall be well consolidated. A mound of soil not more than 300 mm high will be permitted to remain for a period of approximately twelve months following an interment. Then the grave space will be levelled and turfed or seeded. Thereafter the council will level and returf the grave space whenever it is considered necessary.
- F20** The area around the grave must be left clean and tidy.
- F21** The council reserves the right to provide an identification marker if no memorial is erected within two years from date of interment.

Burials

- F22** Burials are permitted between 9.30 a.m. to 4.30 p.m. on weekdays (excluding public holidays) and 9.30 am to 12.30 pm on Saturdays, unless the clerk to the council gives permission for some other time in a case of special emergency.
- F23** Arrangements for the conduct of any burial service are the responsibility of the relatives and friends of the deceased. The person making arrangements must

inform the clerk of the name of a minister or other person conducting the service no later than twenty-four hours beforehand.

- F24 No extraordinary funeral procession will be permitted to enter the burial ground unless the council grants prior permission.
- F25 During a funeral a council officer may exclude from the burial ground anyone who is not a mourner or officially connected with that funeral, or who is behaving in an inappropriate manner.
- F26 Parts B & C of the registrar's certificate for disposal (green form) or the original certificate of cremation must be sent to the council's office within twenty-four hours of the burial. The minister or other person officiating at a burial shall complete a notice of burial having taken place and shall send it to the council's office within twenty-four hours.

Monuments

- F27 The council's written agreement to size, design, materials and wording of a monument and inscription must be obtained before it is erected. Written agreement of the council is also needed for additional inscriptions. To obtain the council's agreement and application signed by the burial right owner or the funeral director must be made to the council's office. It shall include a detailed drawing and description and must be accompanied by the appropriate fee. A monument installed without the council's written agreement or that deviates from the approved design, is subject to immediate removal.

Monument specification (see illustration below)

- F28 A monument must be dignified and made entirely of stone or wood and must be inscribed on the back in the bottom left hand corner with the grave number. Any cramps used in construction must be of non-ferrous metal. Loose stones, chippings and edgings are not permitted
- F29 For a coffin grave space only a head stone or cross is permitted. It must be positioned near the west (head) end of the grave space, in line with adjacent monuments, or where marked by the council. The maximum width permitted is 750mm and the monument shall be positioned centrally across the width of the grave space. No part of a monument may be more than 1200mm above ground level. The monument shall rise from a matching stone base, set level with the ground and not extending more than 450mm along the grave. The base may be pierced for a removable flower container.
- F30 For a cremated remains grave space, only a tablet set level with the ground or a "desk" tablet 75mm high will be permitted. This must not be greater in size than 450mm by 450mm.
- F31 No maker's name or other advertisement of any kind may be shown on any monument.
- F32 No work to a monument may be carried out on a Saturday, Sunday or public holiday, nor after sunset or whilst a burial is taking place. If any damage is done to council's land or premises, or another monument, the council will seek to recover the cost of repairs from the burial rights owner.
- F33 The burial rights owner must ensure that a monument complies with the British Standard BS8415, specification on monuments within burial grounds and memorial sites, and that it is installed and maintained in accordance with the

NAMM code of practice on the installation, inspection, management and maintenance of memorials, published by the [National Association of Monumental Masons](#). The council does not maintain monuments. If a monument becomes dangerous the council will immediately make it safe. In case of general disrepair the council will give notice to the burial rights owner, at his or her last notified address, that the monument must be repaired within three months. If the repair is not carried out the council may remove the monument and seek to recover the expenses thereof from the burial rights owner.

Planting and wreaths

- F34** The council will remove any wreaths remaining on a grave more than three weeks following a burial.
- F35** After a grave has been levelled a holder to contain cut flowers will be permitted on a grave space if set level with the ground within 450mm of the eastern side of the base of any approved monument. The container must be removable.
- F36** No shrub may be planted on a grave. No glass case shall be placed on any grave. Artificial flowers or wreaths may be permitted on a grave. The council reserves the right to remove them if they become untidy.

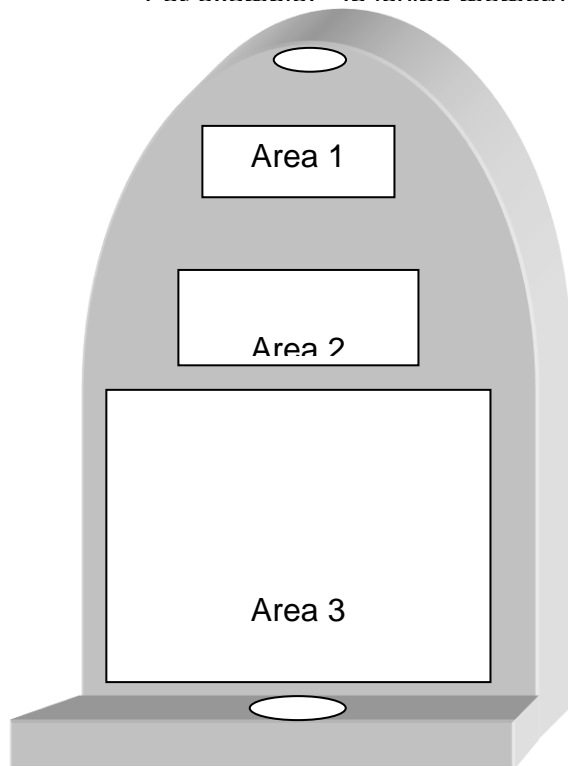
Behaviour in the burial ground

- F37** Public admission to the burial ground will be allowed daily between sunrise and sunset, only for the purpose of visiting graves. No activities inconsistent with this purpose are allowed.
- F38** All visitors must observe decorum in all respects. No one may sit, stand, climb upon or over or damage any monument, gravestone or tablet in the burial ground. No damage may be caused to shrubs, plants, trees, flowers or fences.
- F39** No one may prevent, interrupt or delay a funeral.
- F40** Dogs are permitted only if on a lead.
- F41** No car, bicycle or other vehicle shall be driven from the access road onto the verge or other grass areas of the burial ground without the consent of the council and, if consent is given, shall not remain there longer than is necessary.
- F42** All vehicles when not in use shall be parked so as not to obstruct other vehicles or pedestrians.
- F43** No music is permitted and the use of radio prohibited unless in connection with a funeral.

Memorial specification

Area 1: To contain a dignified simple and reverent sentence of factual content.

For example: "In loving memory of" or "In remembrance of"



Area 2: To contain the name/s of the deceased in a larger font, together with relevant dates

Area 3: Area for personal tributes of a solemn and dignified nature.

Footnotes:

- (a) Requests for engravings/carvings at the head of the stone, nicknames etc, may be considered at the council's discretion.
- (b) Special consideration will be given for memorials for children under the age of eleven (11) years.
- (c) A single ceramic photograph not more than 6 x 4 inches may be considered at the Councils discretion above Area 1.

The above principles will also apply to cremation tablets.

This stone shape is an example only.

Some other shapes are permitted within the overall dimensions.

Extract from regulations:

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