

Cranleigh Parish Council
Rules and Regulations with respect to the Management and Charges for the use of
Cranleigh Cemetery.

Interpretation of Terms

“Council” means the Cranleigh Parish Council.

“Cemetery” means the Cranleigh Burial Ground.

“Clerk” means to the Cranleigh Parish Council.

“Resident means a person residing in Cranleigh
at the time of death.”

“Monument” means any memorial or gravestone
which is placed or erected on a grave

“Responsible Person” means an adult over 18 years of age.

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1. Notice of interment is to be given on the prescribed form to the Clerk between the hours of 9.0am and 4.0pm three whole days previous to the interment, which days shall be exclusive of Sundays, Bank Holidays, Christmas Day, Good Friday and Saturdays and no notice will be accepted on these aforesaid days provided that this regulation shall not apply to cases of death from epidemic disease or other interments required to take place immediately upon the certificate of the appropriate Medical Officer or Authority.
 2. Coffins of wood only shall be used in earthen graves and all coffins shall have a non-corroding plate bearing the deceased’s name securely fixed.
 3. The council does not undertake the digging of graves. Provision for such work is the responsibility of the person requiring the same and must be carried out by an approved gravedigger and must be carried out to the satisfaction of the council acting through the Clerk.
 4. No body shall be buried in a grave in such a manner that any part of the coffin is at a depth exceeding 8 feet nor a depth less than 3 feet below the level of the ground of the adjoining grave. Undersize (children’s) coffins shall be buried at a depth not less than 4 feet below the level of the ground of an adjoining grave.
 5. No body shall be buried in a grave unless the coffin is effectually separated from any other coffin already in the grave by means of a layer of earth not less than six inches in thickness.
 6. Where, in the cemetery, any grave is re-opened for the purpose of making another interment therein, no person shall disturb any human remains interred therein nor remove therefrom any soil which is offensive.

7. All fees and charges, as prescribed from time to time by the Parish Council, are to be paid at the offices of the Clerk. Fees and charges relating to interments shall be paid before the interment takes place. Fees relating to monuments shall be paid when application is made for permission to place or erect a monument.
8. No interment may take place on Sundays, Bank Holidays, Christmas Day, Good Friday, and Saturdays, nor before 10.0 am in the morning or after 3.30 pm in the afternoon on the remaining days provided that this regulation shall not apply to interments required to take place immediately upon the certificate of the appropriate Medical Officer or Authority.
9. The certificate of Registration of the death of the person to be buried, the Coroner's order for Burial where an inquest has been held, or a certificate from the Registrar in the case of a still-born child must be produced at the time of the interment and lodged with the Clerk.
10. Exclusive Rights of Burial are limited to 100 years and supplied in strict rotation.
11. Only earthen graves will be permitted in the Cemetery. No walled or vaulted grave will be allowed.
12. The grave space for the burial of persons over 12 years shall be 7 feet x 3 feet
13. Shrubs, plants or flowers may, subject to the approval of the Council be planted on any purchased grave. Upon the completion of such work all refuse must be conveyed to the nearest receptacle for litter. The Council reserves the right to prune, cut down or dig up and remove any of the shrubs, plants or flowers at any time, when in its opinion, the same have become unsightly or overgrown.
14. The Council reserves the right to level and turf or sow with grass seed any mounded grave after one year from the date of the interment.
15. Monuments will only be allowed in accordance with the table of fees.
16. Drawings and specifications of all monuments and of alterations to existing monuments, and copies of all inscriptions proposed to be placed thereon, must be delivered to the Clerk for the approval of the Council and a certificate of such approval must be obtained before they can be admitted within the cemetery. No monument shall exceed 36" (915mm) in height from ground level.
17. Any monument admitted to the cemetery shall be erected to the standard of an approved body and therein shall remain at the sole risk of the owner thereof.

18. All monuments shall be constructed of good durable material and if constructed of more than one block of material shall be securely clamped together with non rusting clamps.
19. No fixed monument shall be laid or erected without a base of stone or concrete of sufficient thickness and size to prevent settling.
20. No trade inscription will be allowed upon any monument.
21. All monuments shall have the number of the grave space cut thereon in letters not exceeding one inch in height, and not more than six inches above the ground level and the cost of such work shall be at the expense of the owner of the monument.
22. No hewing or dressing will be permitted within the cemetery, and all materials for monuments and all tackle and material shall be conveyed into the cemetery in such a manner as will avoid annoyance to persons or injury to the ground or walks; and all refuse, soil and rubbish, shall be removed in like manner; any damage caused to paths, ground and road to be repaired by and at the expense of the contractor.
23. Two clear working days notice must be given to the Council before any monument may be fixed.
24. Each monument shall be kept in repair by the owner, and if not kept in repair may be repaired or laid flat by the Council at its discretion and at the expense of the owner. Monuments shall not be painted.
25. No work of any kind which is undertaken for the purpose of profit shall be executed in the cemetery on Sundays, Bank Holidays, Christmas Day, Good Friday or Saturdays, except work in connection with burials carried out in accordance with the proviso to Regulation number 1.
26. Dogs shall not be brought in nor allowed in the cemetery other than guide dogs. Pets may not be buried in the cemetery.
27. No vehicle except those accompanying funerals or used in connection with the work of the cemetery or the attendance to graves will be permitted in the cemetery provided that this regulation shall not apply to any wheeled chair.
28. No child under the age of twelve years will be admitted into the cemetery unless under the care of a responsible person.

29. No person shall disfigure, injure, maim, or destroy wilfully or otherwise any building, wall, fence or other structure or any tree, plant or other item being in or part of the cemetery whether the same belongs to the Council or any other body or person. Nor shall any bill, placard, poster or structure or other item at any time be placed or erected in the cemetery or on any item therein. Furthermore no game, sport, or recreation shall be practised in the cemetery nor shall (save at Military Funerals) any firearm be discharged. No person shall at any time disturb or annoy by action, words or otherwise any person in the cemetery or create any nuisance thereon.
30. Without prejudice to any other remedy available to the Council or other body or person, any person contravening these rules shall be liable to a fine of up to £1000 or such other fine as shall from time to time be lawfully demanded by the Council.
31. No more than two graves may be purchased in advance by any one person.
32. The size of a memorial on a single grave may not exceed 915mm (3') in height from ground level, 915mm (3') in width and 102mm (4") in depth and a kerbstone may not exceed 2430 x 915mm. (8' x 3').
33. A plaque on an Ashes grave may not exceed 300 x 460mm (12" x 18").
34. The Council reserves the right to make from time to time any alterations and additions to these regulations.
35. The council reserve the right to remove any unauthorised memorials following a period of 28days notice to the person(s) responsible for the installation at a cost to the person(s) responsible for the installation and also have a statutory right to sue persons placing an unauthorised memorial for the cost of the removal.

The foregoing Rules and Regulations were adopted by Cranleigh Parish Council on 16th November 2006 and amended on 11th October 2007 and the Rules and Regulations previously in force in respect of Cranleigh Cemetery are hereby superceded.

