ASTON CLINTON PARISH COUNCIL

Council Office, Aston Clinton Park, London Road, Aston Clinton,
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Aston Clinton Burial Ground Regulations

1. Introduction

1.1 These regulations apply to the Aston Clinton Burial Ground, Church Lane, Aston Clinton Buckinghamshire HP22 5HW. The burial ground is on land to the south-east of St Michael & All Angels Church.

1.2 These regulations are in addition to the provisions of the Local Authorities Cemeteries Order 1977 and any other regulations currently in force.

1.3 Aston Clinton Parish Council are the burial authority for the burial ground.

1.4 The Council maintain the burial ground and the closed churchyard of St Michael & All Angels Church.

2. Admission to the Burial Ground

2.1 The burial ground is open daily.

2.2 Visitors are welcome but are asked to respect the peace, dignity and reverence of the area.

2.3 Dogs are permitted but must be kept on leads and under control. Any dog mess must be cleared up.

2.4 The riding of bicycles, skateboards, roller blades, roller skates, scooters and similar is prohibited. No games or sports are permitted.

2.5 No consumption of alcohol or drugs may take place within the burial ground, and anybody under the effects of such substances will not be admitted.

2.6 The playing of radios or other means of playing recorded sound is not permitted.

2.7 No person shall canvass or solicit business in the burial ground.

2.8 No person shall drive any motor vehicle onto the grass areas, except for the sole purpose of grass cutting and excavating or backfilling graves.

2.9 Any person driving a motor vehicle onto a grassed area shall be liable to pay to the Council the costs incurred in making good any damage caused.

3. Burial Ground Areas

3.1 The burial ground is divided into two separate areas that have different regulations covering size of plot and permitted memorials.

a. Full burial: each plot can have up to two full burial interments plus a maximum of 6 cremated remains interments.

b. Cremated remains: each plot can have up to four sets of cremated remains interments.

3.2 The location of grave spaces is allocated by the Clerk, based on the next available plot. A specific location may be requested in exceptional circumstances and will be considered by the Council.

3.3 The Council reserves the absolute right not to permit the use of any particular plot in the burial ground for a grave.

3.4 A plan of the burial ground showing the position and number of each plot shall be maintained by the Clerk and may be inspected, without charge, by appointment.

4. Interments

4.1 No interment shall take place in the burial ground without the prior consent of the Council.

4.2 All notices of interment may be made in the first instance by telephone to the Council office and subsequently confirmed in writing to the Clerk. Reservations shall be treated as provisional until the Council's Notice of Interment form has been completed and received.

4.3 The minimum period required for notice of interments is four working days from receipt of the completed paperwork. The Council accepts no responsibility for any documents lost or delayed in the course of the post.

4.4 As much information relating to the funeral as possible must be given to the Council in advance, especially if it is unusual, for example a large number of mourners expected, motorbike cavalcade, jazz band, piper etc.

4.5 The Council will liaise with St Michael & All Angels Church before confirming any bookings. This is to ensure that there are no clashes with other activities at the church.

4.6 The Certificate for Burial or Cremation must be submitted to the Council Office prior to the funeral. By prior arrangement it may accompany the burial cortege and will be inspected at the burial ground upon arrival. Interments will not take place without such certificates.

4.7 All graves will be excavated and prepared for Interment by a Council approved grave digger. No other person or company will be allowed to undertake any excavation within the burial ground except with the express permission of the Clerk.

4.8 If a pre purchased grave is to be reopened for a further interment, the written permission of the registered owner must be given, except where the burial is that of the registered owner.

4.9 It is not possible for memorials to be stored in the burial ground all such memorials must be removed from the site prior to the grave being excavated.

4.10 Coffins and urns must be made from suitable biodegradable materials such as wood, wicker, cane, bamboo, wool, cardboard etc. and must bear a nameplate establishing the identity of the body contained therein.

4.11 It is the responsibility of the person making the funeral arrangements to ensure that any memorial on the grave is removed prior to the funeral.

4.12 The Council reserves the right to remove any unsightly plants or ornaments, be they artificial or not. All dead flowers and wreaths, garden refuse and litter must be conveyed to the nearest waste bin.

4.13 Loose scattering of ashes are not permitted anywhere in the burial ground.

4.14 No human remains shall be exhumed without an Exhumation Licence from the Ministry of Justice or appropriate Statutory Authority.

4.15 All fees and charges for interments must be paid to Aston Clinton Parish Council prior to the funeral.

5. Exclusive Right of Burial

5.1 The Exclusive Right of Burial is for a period of 75 years from the date of purchase and is purchased at the time of interment.

5.2 The Exclusive Right of Burial may be purchased by or on behalf of residents of Aston Clinton only.

5.3 If the deceased was a resident of Aston Clinton for five or more years but became non-resident involuntarily (e.g to receive residential care in another area) during the period immediately prior to the date of death or had lived in Aston Clinton for at least twenty years, resident status may be granted at the discretion of the Clerk. The executors or other representatives of the deceased must provide relevant information for claiming resident status.

5.4 The purchase of an Exclusive Right of Burial entitles the owner the sole right to determine who is buried in the grave and whether a memorial can be erected on the grave.

5.5 On the purchase of an Exclusive Right of Burial a deed of grant shall be issued by the Clerk to the purchaser, whose name and address shall be registered in the Register of Grants kept by the Clerk.

5.6 The owner of the Exclusive Right of Burial is responsible for informing the Council of any change of address.

5.7 After the 75 years, the Exclusive Right of Burial may be renewed by the owner of the right, for which a renewal fee will be payable. The new grant will be subject to the burial regulations in place at that time.

6. Fees & Charges

6.1 Fees and charges for all burial ground services will be determined by Council in accordance with the powers derived under Article 15 (1) of the Local Authorities Cemeteries Order 1977 and will be reviewed regularly.

6.2 Full settlement of all fees and charges in respect of interments must be made before the funeral. No account facility is offered.

7. Memorials

7.1 No temporary memorial shall be permitted in any part of the burial ground other than a small wooden cross placed upon a grave by a funeral director or other person arranging a funeral.

7.2 No memorial shall be erected until at least six calendar months after the date of interment. Thereafter a memorial may be erected subject to the provisions of these regulations and the prior payment of the fee due to the Council.

7.3 Before any memorial may be erected, or works undertaken to an existing memorial, the Council's memorial permit application form must be fully completed fully and submitted to the Clerk. The grave owner must sign the application to give their permission for the proposed memorial works. The Clerk may grant approval or refer the request to the Council for its decision.

7.4 The period for which the permission applies shall coincide with the period of the Exclusive Right of Burial and the two periods shall expire simultaneously. The Council shall require the removal of a memorial when the period of the Exclusive Rights of Burial expires, unless the grant is renewed.

7.5 Memorials will only be permitted on purchased graves. No memorial will be permitted on a public grave.

7.6 All memorials must be fitted by a BRAMM approved fitter and fitted to British Standard 8415:2018 and meet the minimum standards as outlined by NAMM

and BRAMM. Memorials other than those fixed by a BRAMM accredited memorial mason are not allowed.

7.7 Memorial masons must provide the Council with a copy of their public liability insurance with a minimum value of £1,000,000.

7.8 Memorials must be made of natural stone with a non-reflecting surface. Black, blue, red, green or other brightly coloured stone, marble, synthetic stone and plastic are not permitted.

7.9 A headstone may stand on a stone base, provided that it is an integral part of the design and does not project more than 50mm away from the place of the burial and 205mm towards the place of the burial. The base may have up to two vases fitted into it.

7.10 The installation of kerb stones or any form of grave edging—whether constructed from wood, slate, stone, metal, plastic, or any other material—is strictly prohibited, as such features impede the effective maintenance and management of the burial ground.

7.11 Memorials must not take the form of a heart or a statue or any object or animal except a book.

7.12 Memorials must not exceed the following dimensions:

Full Burial Plot:	maximum height 1220mm (48”)
	maximum width 915mm (36”)
	maximum thickness 155mm (6”)
Cremated Remains Plot:	maximum height 460mm (18”)
	maximum width 460mm (18”)
	maximum thickness 155mm (6”)

7.13 Foundation slabs must not be visible.

7.14 Inscriptions must be simple and reverent. Inscriptions must be incised or in relief and must be uncoloured, grey or black. Handcrafted letter cutting is permitted. Plastic lead or other inserted lettering is not permitted. Nicknames or pet names may be used in addition to baptismal names.

7.15 A black, white or uncoloured etching or carving may be permitted if it is reverent. The etching must not depict an individual nor cover no more than 1/5 of the surface of the headstone.

7.16 Memorials must not include a portrait photograph or other image of an individual, any moulding, any video or sound recording or any QR codes, kerbs fencing railings or chippings.

7.17 No form of lighting is allowed.

7.18 The memorial mason’s mark as well as the plot number may be inscribed on the memorial as long as it is not in a prominent position.

7.19 Memorial masons must remove all arisings from the burial ground at the conclusion of their work and must leave the area in a tidy condition.

7.20 All works shall be subject to the directions of the Clerk and any person carrying out works must adequately protect grass, borders, and adjoining memorials.

7.21 Any person contravening any of the provisions within regulation 7.1 to 7.20 shall not be allowed to carry out any further work within the Burial Ground.

8. Care of Graves & Memorials

8.1 Grave spaces must be kept in a neat and tidy condition, and all litter must be removed from the site. Garden waste and rubbish must be placed in appropriate waste bins.

8.2 No trees or shrubs may be planted on graves. The Council may remove any plants that it considers unsuitable or that infringe on other grave spaces or interfere with the Council's maintenance works.

8.3 All flower holders or other items left on graves must be made of non-breakable material. All items left on graves are at the owner's risk and the Council cannot be held responsible for any damage.

8.4 Glass vases and decorative stone aggregates are not permitted on or around memorials.

8.5 Council reserves the right, after suitable notice to the family, to remove such items which do not comply with these Burial Ground regulations and are deemed to present a risk to other visitors or to the council's machinery or staff.

8.6 All memorials are the sole responsibility of the owner and the Council shall not be held responsible for any damage to or caused by the memorial.

8.7 All memorials shall be kept in good repair by their owners. Notice to have repairs executed shall be sent to the owner where contact details are known. In cases where the name and or address of the owner is not known, a notice shall be deemed to be properly served if placed upon the grave plot or memorial. If necessary repairs are not carried out within six months of the date of the notice then the memorial may be made safe or removed and disposed of by the Council.

9. Damage or Complaints

9.1 Any complaints or damage should be notified to the Clerk to Aston Clinton Parish Council. Council Office, Aston Clinton Park, London Road, Aston Clinton Bucks HP22 5HL

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