

## **ILMINSTER NEW ROAD CEMETERY**

Town Clerk  
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**The content of these rules and regulations do not override or supersede the Ilminster Town Council byelaws.**

## **RULES AND REGULATIONS – FUNERAL DIRECTORS**

**Interments to take place Monday to Friday between the hours of 10am and 4pm.**

### **1.0 Applications**

- 1.1 Notice of Interment forms **must** be received at the Council offices a minimum of 3 clear working days before the requested date of the interment.
- 1.2 Sites of new plots will be solely determined by the Council.
- 1.3 For interments in an existing plot, proof of ownership of Exclusive Right of Burial must be confirmed by Council officers.
- 1.4 If no proof of ownership can be provided no burial will be allowed until legal ownership of the plot is established.
- 1.5 Only coffins and caskets made of wood or other biodegradable materials shall be used for interment.

### **2.0 Burial & Cremations**

- 2.1 All coffins and caskets must be clearly identified with the name of the deceased. Photographic confirmation to be sent from the Funeral Director after the Funeral.
- 2.2 The Funeral director is responsible for employing a gravedigger and must ensure that all work is carried out according to the Town Council's Gravedigging policy.
- 2.3 A copy of the Funeral Director's public liability insurance cover (£5,000,000) must be provided.
- 2.4 All burial and cremation plots will be of double depth unless conditions of the ground are unsuitable.
- 2.5 Cremated remains may only be interred in a previously purchased plot. **No scattering of Ashes is permitted.**
- 2.6 Plot spaces will be staked and labelled by Council officers prior to interments.
- 2.7 The Funeral Director is responsible for the provision of sufficient bearers to convey the coffin to the grave side.
- 2.8 The Funeral Director is responsible for the safety and behaviour of those attending the funeral. No mourner backfilling at any interment. All signage and equipment must be taken away safely after the funeral has taken place.

- 2.9 For Burials: Part C of green form, the death certificate from the Registrar of Deaths or Coroner must be handed to the Town Clerk. For Cremations: The Cremation certificate from the Funeral Director, must be handed to the Town Clerk before interments can take place.

### **3.0 Gravedigging**

- 3.1 All work in the cemetery must comply with the ICCM Code of Safe Working Practice for Cemeteries (copies can be obtained from the Town Council).
- 3.2 New burial plots are to be 275cm (9ft) long x 122cm (4ft) wide. All plots to be dug to depth of 213cm (7ft Double Depth).
- 3.3 Cremation plots are 2.5ft x 2.5ft (1m x 1m) double depth dug by Funeral Directors or gravedigger, instructed by Council Staff.
- 3.4 No body shall be buried in a plot so that any part of the coffin is at a depth of less than 90 cm (3ft) below the level of the ground adjoining the plot.
- 3.5 No body shall be buried in a plot unless the coffin is effectually separated from any other coffin already in that plot by the means of a layer of earth not less than 15cm (6in) in thickness.
- 3.6 When filling a plot earth must be tamped down every 15cm (6in) and be levelled ready for mowing. Should subsidence occur within 6 months of burial it must be rectified.
- 3.7 Where any plot is re-opened for the purposes of making another interment therein, no person shall disturb any human remains interred therein or remove there from any soil which is offensive.
- 3.8 On completion of each burial gravediggers are to remove all boards, wheelbarrows and equipment from the cemetery. All signage and equipment must be taken away safely after funeral has taken place.
- 3.9 The area to be dug to be no more than 213cm (7ft) long x 60-66cm (24-26in) wide (depending on size of coffin - sometimes it can be wider - if so permission is to be sought from Council).
- 3.10 The 60cm (2ft) at the head of the plot is left undisturbed for the headstone.
- 3.11 Second burial in a double plot must have at least 15cm (6in) of undisturbed soil. With coffins an average of 38cm (1ft 3in) high this should leave 90cm (3ft) from top of second coffin to ground level.
- 3.12 The maximum number of interments permitted in a full size, double depth, burial plot will be 2 burials and up to 6 sets of ashes provided that sufficient accurate information is held to be able to reasonably judge that no human remains will be disturbed nor any offensive soil removed. In any cases of doubt the Town Clerk will refer the matter to the Open Spaces Committee or if the matter is urgent the Town Clerk will make a decision following consultation with the Mayor, Chair and Vice-Chair of the Open Spaces Committee.
- 3.13 Spoil is to be disposed of in an area specified by Town Council.

- 3.14 There is to be no driving of any vehicles over plots. Where it is considered, necessary permission must be obtained from the Council. Any damage caused must be repaired.
- 3.15 Wherever a burial has taken place, the surface of the plot shall be covered with turf until a headstone, if any and after permission has been granted by the Council is erected on it and in no case shall the bare earth be left exposed.