

Committee: Open Spaces Committee

Date: 6 February 2024

Title: Cemetery Rules

Purpose of Report

For Members to agree amendments to the Cemetery Rules & Regulations to be effective immediately.

Recommendation:

Members resolve to agree the amendments for the Cemetery Rules & Regulations as proposed in the General Rules & Regulations, and the Funeral Directors Rules & Regulations.

Background:

1. On 4 April 2023, changes to the cemetery rules were approved at the Open Spaces Committee and ratified at the Full Council meeting held on 25 April 2023.

23-0009-OS Cemetery Rules

Members discussed the updated Cemetery rules. Discussions included the wording of some of the rules. Officers will meet with the Chair/Vice Chair of Open Spaces to review the wording of the rules and bring them back to the next full council meeting as an agenda item. Members have requested a copy of the proposed rules are sent to all Members ahead of the meeting for them to review. Discussions were held regarding certain wording. The Open Spaces Chair and Vice Chair have since agreed that it is acceptable terminology following further investigations that the wording is used across the industry.

2. There are 3 sets of Rules and Regulations for Ilminster Cemetery – the current versions of which accompany this report.

- i) **Appendix 11A** - General – Cemetery Rules & Regulations
- ii) **Appendix 11B** - Funeral Directors – Cemetery Rules & Regulations.
- iii) **Appendix 11C**- Memorial Masons – Cemetery Rules & Regulations.

3. All rules and regulations are published on the Ilminster Town Council website and paper copies are issued at appropriate times, such as when plots are purchased or transferred and when a request is made for a memorial.

4. The rules and regulations meet the requirements of the Local Authorities Cemeteries order 1977. Officers refer to ICCM when required.

Report:

5. Recently Officers received some enquiries from residents, asking if they can conduct a funeral at the Cemetery without the aid of a Funeral Director.

6. This would require officers to organise everything required for an interment. For example, booking the gravedigger, ensuring they comply with the regulations of the Institute of Crematorium and Cemetery Management, the health and safety regulations are followed, and attending every interment alongside all of the paperwork required for each interment.
7. There is no spare capacity for officers to undertake this role.
8. It became clear that the requirement to use a Funeral Director needed to be included in Ilminster Cemetery's rules and regulations to clarify this.
9. The proposed amendments are highlighted in red on **Appendix 11A** and **Appendix 11B**.
10. Members may wish to agree the amendments for the Cemetery rules and regulations as proposed in red in the General Rules & Regulations, and the Funeral Directors Rules & Regulations.

Allison Brown
Administration Officer
January 2024