

REGULATIONS FOR THE MANAGEMENT OF Devizes Cemetery

Hours of Interments. The hours for interments (for all denominations) are as follows:

Mondays to Fridays 10 a.m. to 4.00 p.m. In exceptional circumstances, the Joint Burial Committee will permit interments outside these hours, but this has be agreed before any armaments are made and may involve an additional fee.

Burials and Memorials. No burial shall take place, no cremated human remains shall be interred, no tombstone or other memorial shall be placed in the Cemetery and no additional inscription shall be made on any tombstone or other memorial without the signed agreement of all the owners of the grave space

Notice of Interments. Not less than three working days notice shall be given of any interment. Should the current owner(s) of the grave space not be registered on the burial deed, then time will need to be allowed to effect this transfer before the interment can take place.

All notices of interment must be in writing on the forms provided by the Joint Burial Committee and all requirements must be clearly stated.

The responsibility for any error therein is that of the owners signing the notice, particularly so in cases where either the wrong fee is charged as a consequence or where additional fees are afterwards incurred.

The Joint Burial Committee will refuse to allow interments when there is reason to believe details given on the Notice are incorrect, the disposal certificate is not available for inspection to authenticate the identity of the person to be interred prior to the burial, or if the necessary Notice mentioned above has not been given.

Transfer to be Registered. No transfer of an Exclusive Right of Burial in any grave shall be deemed valid unless and until the same is verified and registered at the Town Hall.

Official Plan. A plan of the Burial Ground, showing the position of every grave, shall be kept at the Council and the Cemetery Offices and may be inspected during normal office hours without charge.

Payment of Fees and Charges. All charges and fees payable for anything in connection with the cemetery shall be paid to the Joint Burial committee before an interment takes place, or any work commences. No receipt other than an official receipt issued by the Council will be acceptable as proof of payment.

Erection of Monuments. No monument, gravestone or tablet will be allowed over any grave to which the Exclusive Right of Burial has not been purchased.

A person shall not erect or fix or remove or re-erect any monument, gravestone, tablet, inscribed vase, kerb or railing in the Burial Ground except with the written permission of the Council and after the appropriate fees (if any) has been paid. Monuments can only be fixed by appropriately qualified Memorial Masons.

Monuments and Inscriptions to be approved. Headstones only are permitted. No monument shall exceed 3ft, 6ins in height. A person shall not erect or fix any monument or gravestone, tablet, or make any inscription thereon, or place therein any vase bearing an inscription in the Burial Ground, without the approval of the Council and shall, before proceeding to erect or fix any such monument, gravestone, tablet or make any inscription thereon, or place any such vase bearing an inscription, furnish to the Council a description and measurements of every such monument, gravestone, tablet, vase, kerb or railing, with copies of the proposed inscription thereon, together with a specification of the material and dimensions to be used. All installations must be in accordance with current NAMM and BRAMM recommendations.

The Council will remove any unauthorised memorials, kerbs, railings, ornamentation or horticultural decoration. The Council may recover the cost of removal of these items from the holder of The Grant of Exclusive Right of Burial to that grave, in accordance with the powers and procedures set out in Article 14 of The Local Authorities Cemeteries Order 1977.

Repairs to Graves and Monuments etc. The owners must keep all monuments, gravestones, tablets, kerbs or other memorials in repair. In the event of any such monument etc., becoming dangerous, defective or illegible from want of repair or neglect, the Council may, in accordance with the powers and procedures set out in Article 16(2) and Schedule 3 of the Local Authorities' Cemeteries Order 1977, give notice to the owner or owners, requiring him or them to repair or remove any such monument etc., and if, after the expiration of such notice, the owner or owners have failed to repair or remove any such defective or dangerous monument etc., or if the Council is unable to trace the owner(s) after taking such reasonable steps as it may consider necessary for that purpose, then the Council may remove the same without any rights of the owner or owners to any compensation for so doing.

Memorials. No flat stones laid horizontally, nor memorials, metal vases, railings, fencing, kerbs or other structures enclosing graves, other than headstones are permitted in lawn sections of the cemetery.

Receptacles for Flowers. To ensure that the Cemetery can be effectively maintained, all floral tributes must be contained within a proper contained held within the headstone. From time to time cemetery staff may remove items from graves which are not in accordance with this policy. Should you wish to own a grave space which has a larger area for tributes, cemetery staff will be happy to discuss your options.

Planting. No rose, bush or standard, shrub, or tree shall be planted on any grave space

Surplus Soil. The surplus soil excavated from any grave or vault is to be deposited on such part of the Burial Ground as the Council may determine.

Damage. If any damage is done to the Council's land or premises by bringing in any materials, gravestones, or monument or from any other cause, the person or persons doing such damage will be held responsible for the same and the Council may recover the cost of repairing such damage from such person or persons and in addition take proceedings under Article 18 of the Local Authorities' Cemeteries Order 1977.

Workmen not admitted on Saturdays, Sundays etc. No workman employed in fixing, painting or restoring monuments or gravestones will be admitted or materials received into the Burial Ground on Saturdays, Sundays, Christmas Day, Good Friday, Bank Holidays or on any other day before 9 a.m. or after 4 p.m.

Depth of Private Graves. No private grave will be made deeper than 7ft but the Council, if they find it impracticable (owing to drainage or other cause) to dig so deep as 7ft in any particular grave space, reserve the right to specify the maximum depth which can be dug. All coffins or other receptacles shall be buried in accordance with the requirements of Part I of Schedule 2 of the Local Authorities' Order 1977.

Grave Number on Monuments. The identification number of a grave must be cut at the foot of all monuments or gravestones so as to be visible when erected. All memorials must comply with current BRAMM and NAMM recommendations.

Damaged Wreaths. Broken or damaged wreaths, ornaments or memorials shall not be allowed to remain on any grave in the Burial Ground and the Council shall be at liberty to remove the same if the owner fails to do so. All dead floral tributes will be removed from graves at the Council's discretion if the owner first fails to do so.

Maintenance. As soon as convenient after the interment of a body or cremated remains the Council shall sow grass seed or lay turf at its own expense over the whole of the grave. Thereafter no person other than the duly authorised officers or servants of the Council shall interfere with or alter the turfed or unturfed areas of the grave except for the purpose of a further interment therein.

Grass Cutting. The Council shall keep the turfed areas mown at its own expense, but will not undertake to keep clean or maintain memorials, which matter shall be the responsibility of the owner.

Dogs. Dogs must be kept on leads when within the burial ground.

Games. The playing of ball, or any other games or sport within the burial ground is strictly prohibited, in accordance with Article 18 (1) (e) of The Local Authorities' Cemeteries Order 1977.