

WELLS TOWN COUNCIL

General Rules & Regulations for the Management of the Market Lane Cemetery

Interments

1. No burial shall take place and no memorial shall be placed in the cemetery and no additional inscription shall be made on a memorial without the permission of the Town Clerk
2. Notice of interment must be given on the Council's prescribed form at least two days previous to any interment and if in a vault or brick grave at least three days previously, in all cases, exclusive of Saturday, Sunday and Public Holidays except on the certificate of a coroner or registered medical practitioner that immediate interment is necessary. All notices shall be accompanied by the appropriate fees.
3. No burial shall take place before nine o'clock in the morning nor after sunset without special permission.
4. The selection of the plot in all cases, both for common interment and purchase will be at the discretion of the Council.

Graves

5. No body shall be buried in any vault or walled grave unless the coffin be separately entombed in an airtight manner that is by properly cemented stone or brickwork which shall never be disturbed.
6. All vaults and brick graves are to be made by and at the expense of the parties requiring the same.
7. All graves are to be dug by the officiating undertaker at the expense of the parties involved. Graves shall be excavated to a depth that will ensure that no part of the coffin to be interred shall be at a depth of less than three feet below the level of the surface of the ground adjoining the grave. Where a grave is re-opened for a second or subsequent interment there shall be at least a six inch depth of soil between each coffin. Human remains already interred in the grave shall not be disturbed and no soil that is offensive shall be removed from it. The normal depth for a double grave is six feet six inches and for a single depth grave is four feet six inches.

8. All graves shall be kept flat and level with adjoining ground and grave mounds will be removed after the expiration of a reasonable period for resettlement of the soil. At the same time grave markers placed by undertakers will be removed.
MOUNDS AND GARDENS ON GRAVES ARE NOT PERMITTED.

Memorials

9. All memorials, vases and inscriptions are to be subject to the approval of the Town Clerk and a copy of proposals for memorials and inscriptions must be left at the Clerk's office for approval. When approval has been given and appropriate fees have been paid the Town Clerk will issue a permit for the memorial to be erected or the inscription added.
10. No memorial is to be erected until at least six months after the date of burial.
11. Before a memorial can be placed on a grave the exclusive right of burial must be purchased. A wooden cross not exceeding four feet in height and two feet in width (provided it is not cemented into the ground) or a vase not exceeding twelve inches in height can be placed on a grave without the exclusive right having been purchased, but in this case the grave remains common. Wooden crosses are not permitted in the section set aside for the interment of cremated remains.
12. Every memorial, vase, etc. shall, after erection be kept in repair by the owner and unless this is done, the Council reserves the right to remove such memorial whenever it considers it expedient to do so.
13. Every memorial shall sit within the boundary of the purchased plot, not exceeding seven feet by three feet.
14. GLASS SHADES CONTAINING ARTIFICIAL FLOWERS, JAM JARS, MILK BOTTLES, BOTTLES OR RECEPTACLES & STONES OR GARDEN ROCKS SHALL NOT BE ALLOWED ON GRAVES and the Council reserve the right to remove the same.
15. The removing and refixing of memorials shall be executed by any person appointed by the owner of the grave.
16. Every memorial removed in the process of opening a grave or for the purpose of inscription shall be at the risk of the person requiring the grave to be opened or for the inscription to be made and should be temporarily removed entirely from the cemetery.

17. All memorials removed for any reason shall be re-erected in accordance with regulations in force at that time.
18. Memorial trees and benches are only permitted after full consultation with the Clerk and permission granted by the Council.
19. The Council reserves to itself the right of passage over all graves and, where such a course is necessary, temporarily to cover or remove without notice, the memorial on any grave in order to permit the re-opening of another grave in the vicinity, or for any other purpose.
20. The Council reserves to itself the right to remove, re-fix, move, line-up or alter the position of any memorial as it may require.
21. Wreaths placed for the Christmas season will be removed by the Council on or after 14 February of each year.

Cremated Remains

22. Part of the cemetery is set aside for the interment of cremated remains. Two burials will be permitted in each plot provided this is clearly requested at the first interment which will be made at a suitable depth. Subject to the purchase of the exclusive right of burial a flat stone eighteen inches by eighteen inches, fixed to a twenty-one inch square base with approved inscription will be allowed on the grave.
23. The scattering of cremated remains in the cemetery is forbidden.

General

24. The Register of Burials and other cemetery records are kept at the Town Council offices where, during office hours, enquiries may be made and certificates obtained on payment of the proper fees. A list of fees is available from the Clerk upon request and is available on the Wells Town Council website.
25. The cemetery is open to the public daily from nine o'clock in the morning until dusk. No person, not being an officer or servant of the Council or another person so authorised by or on behalf of the Council, shall enter or remain in the cemetery at any hour when it is closed to the public.
26. Children under the age of eleven years will not be admitted to the cemetery unless under the care of a responsible person.
27. No dogs are permitted in the cemetery except guide dogs for the blind.

28. Only persons authorised in writing by the council will be allowed to shoot or destroy vermin on the cemetery. Where shooting is authorised only suitable air weapons can be used (No shotguns or Section I Firearms). Shooting can only take place outside the normal opening times of the cemetery. No vehicles are to be driven onto the grass. Nothing will be done by the authorised person that could cause damage to any memorial or council property. There is to be no evidence of any shooting or vermin destruction left behind by the authorised person.

29.No person shall

- (a) Wilfully create a disturbance in the cemetery
- (b) Commit any nuisance in the cemetery
- (c) Wilfully interfere with any burial taking place in the cemetery
- (d) Discharge firearms in the cemetery except at a military funeral or engaged in vermin control (written authorisation of the council is required, see section 28 above.)
- (e) Wilfully interfere with any grave, walled grave or vault, any memorial, any building, any flowers, plants, trees or shrubs or any such matter in the cemetery.
- (f) Play any game or sport in the cemetery

30.Visitors to the cemetery are expected to observe perfect decorum at all times.

31.Visitors to the cemetery are asked to keep the gates closed at all times.

These rules and regulations were approved at a meeting of Wells-next-the-Sea Town Council held on 5 November 2012

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Excellence