



Stokenchurch

Parish Council

STOKENCHURCH CEMETERY REGULATIONS

Made by Stokenchurch Parish Council acting as the Burial Authority

GLOSSARY

Grave Space

A burial place formed in the ground by excavation and without any internal wall of brickwork, stonework, or other artificial lining.

Cremation Plot

A burial place formed in the ground by excavation and without any internal wall of brickwork, stonework, or other artificial lining, for the burial of cremated remains. Cremation plots are currently managed by St Peter & St Paul Church.

The Burial Authority (the Authority)

The members of Stokenchurch Parish Council.

Registrar to the Burial Authority (the Registrar)

The person appointed by Stokenchurch Parish Council for the time being. This is currently the Parish Clerk.

NAMM

National Association of Memorial Masons.

BRAMM

British Register of Accredited Memorial Masons.

GRAVE SPACES

1. The selection of the site for any grave space shall be at the sole discretion of the Burial Authority. No specific plot may be reserved.
 2. The Authority will only accept applications from parishioners on the electoral roll, or children under 18 years of age. Former parishioners who have left to enter care are also accepted for up to ten years. Applications from persons with a qualifying connection may, in extenuating circumstances, be considered at the discretion of the Authority.
 3. Where an additional interment is required in a burial place, the current owner of that grave space must give written consent, delivered to the Registrar together with the notice of interment.
 4. In purchased grave spaces, a minimum layer of earth of 150mm thickness must be left between each coffin interred, and 900mm of earth at least between the top of the upper coffin and the ordinary level of the ground.
 5. For persons aged 12 years and over, no grave shall be less than 1.5 metres in depth from the surface of the ground. For persons under the age of 12 years, no grave shall be less than 1.2 metres in depth from the surface of the ground.
-

MEMORIALS, VASES, MEMORABILIA AND VEGETATION

6. No grave space shall have a headstone or memorial erected upon it without the prior approval of the Burial Authority.
7. Memorials shall be of natural stone and of neutral colour. Each memorial shall have a foundation and be fixed using stainless steel anchors and chemical bonding in accordance with current NAMM and BRAMM regulations and BS8415. Book-style memorials must be anchored on all parts. Permanent wooden crosses or markers shall be of suitable hardwood.
8. Applications for kerbstones may be considered on a case-by-case basis. Any permission granted shall be entirely at the discretion of Stokenchurch Parish Council acting as the Burial Authority, and the Authority's decision shall be final. *(When submitting your application please refer to Diagram 5 at the bottom of these regulations and include the required measurements 1 - 4).*
9. No advertisement, trademark, or trade name shall be inscribed on any memorial. On the back of each headstone, close to the base, the mason's name and the grave number shall be clearly cut and painted in letters and numerals not exceeding 25mm in height.
10. All headstones, permanent markers, and inscriptions are subject to the approval of the Burial Authority. A copy of every proposed inscription and a drawing showing the form and dimensions of the memorial must be submitted to the Registrar for approval.
11. Any memorial removed for the purpose of an additional inscription must be replaced in a position consistent with these Regulations, with particular reference to alignment and spacing.
12. The Burial Authority shall periodically inspect headstones and memorials. The Authority will make every reasonable effort to contact registered owners where major repairs are considered necessary, but reserves the right to make safe, lay flat, or remove any memorial deemed to be unsafe.
13. Notwithstanding Regulation 12, the Burial Authority shall not be held responsible for the safety of, or any damage to, headstones or memorials. Insurance is available through stonemasons and funeral directors and is strongly recommended.
14. To avoid damage and for the safety of all, potentially injurious articles shall not be permitted within the Cemetery. No trees, shrubs, or other plants may be planted or grown in the Cemetery.

15. Small photographic images may be permitted on headstones, subject to the prior approval of the Burial Authority.

16. The Burial Authority reserves the right to remove any vegetation, object, item, or memorabilia from the Cemetery which it considers to be unauthorised, unsafe, or in breach of these Regulations.

INTERMENT NOTICE AND FEES

17. Notice of any interment shall be given to the Registrar during reasonable hours. No application shall be received for interments taking place on Sundays except at the discretion of the Burial Authority.

18. The notice of interment must state the full name, age, and occupation of the deceased, the date of death, the parish in which the death occurred, the date and time of the intended burial, the location and description of the grave, and by whom the grave has been purchased.

19. The notice of burial must state the accurate and exact outside dimensions of the coffin to be used, inclusive of handles and other ornamentation. Present standard coffin sizes for graves are 308cm long by 75cm wide. Proposals to use a coffin exceeding these dimensions must be referred to the Registrar for individual advice.

20. No burial shall take place before 9.00am or after sunset without the special permission of the Burial Authority.

21. All fees and charges in accordance with the current Schedule of Fees and Charges shall be paid to the Registrar of the Authority. If fees and charges are not paid prior to burial, the Authority allows a period of 30 days for payment after the burial, after which interest at 5% may be payable on any outstanding amount.

GENERAL

22. A register of burials shall be kept by the Registrar, and searches may be made of the register and certified extracts obtained for a fee, at all reasonable times and at the discretion of the Authority.

23. Visitors to the Cemetery shall not, except for the purpose of properly attending any grave they are authorised to tend, remove flowers or wreaths placed on any grave.

24. No person shall distribute any business card, advertisement, or literature of any kind within the Cemetery.

25. No person shall sell or offer for sale, or display for sale, within the Cemetery any article, commodity, or thing whatsoever.

26. Dogs are not permitted in the Cemetery, with the exception of guide dogs and hearing dogs.

27. Unauthorised vehicles are not permitted within the Cemetery.

28. The Authority shall take all reasonable precautions to ensure the safety of persons visiting the Cemetery, but all persons entering the Cemetery do so at their own risk.

29. A water tap is situated near the end of Longburrow Hall adjacent to the car park. Empty plastic containers or similar items must not be left in the Cemetery.

30. Visitors are requested to use the large car park at Longburrow Hall and not to drive onto the grass or block access.

31. Approved stonemasons who have obtained the necessary Work Permit may request the double gates to be opened by the Registrar.

32. The ownership of the ground does not, at any time, pass from the control of the Authority.

The purchase of a grave space does not confer ownership of the land, but grants the registered owner the right to:

- be buried in the grave, if space is available;
- authorise further burials in the grave, where space is available;
- authorise the interment or scattering of cremated remains in the grave;
- place an approved inscribed memorial on the grave.

33. Before the reopening of a purchased grave space for a second or subsequent interment, ownership of the grave space must be proven.

- Where the burial or interment of ashes is not that of the registered owner, written consent to open the grave must be obtained from the owner. A form for this purpose shall be provided by the funeral director or is available from the Burial Authority. The only exception is where the burial is to be that of the registered owner, in which case no written authority is required.

34. By proper application and payment of the appropriate fee (usually via the stonemason), the right to erect a memorial shall be granted to the rightful owner of the grave space.

- Prior to a memorial being erected, the written authority of the rightful owner must be submitted with the application.
- The right to erect a memorial shall be deemed granted upon acceptance of the application by the Authority and payment of the appropriate fee.
- No deed of grant for memorials shall be issued.
- No grave shall be excavated or body buried therein in contravention of Part 1 of the Second Schedule to the Local Authorities Cemeteries Order 1977. Part 1 of the Second Schedule is the Statute which lays down certain regulations regarding the Exercise of Rights in relation to the management of the grave space by The Authority (*A copy of the 1977 Order is available from the Clerk*).

Only BRAMM-accredited memorial masons shall be permitted to carry out memorial works within Stokenchurch Lawn Cemetery, and a Work Permit must be obtained from the Clerk. The Council reserves the right to remove any gravestone that does not comply with the agreed Work Permit.

ADOPTION OF REGULATIONS

The above Regulations were adopted under delegated powers at a meeting of Stokenchurch Authority for the Stokenchurch Burial Authority (The Authority), on 1st September 2021.

And revised and updated on 4th February 2026.

These Regulations supersede any previous versions of the Regulations.



