

**NEWBOLD VERDON CEMETERY  
RULES AND REGULATIONS  
OF**

**THE NEWBOLD VERDON PARISH COUNCIL  
ACTING AS THE BURIAL BOARD FOR THE  
PARISH OF NEWBOLD VERDON IN THE  
COUNTY OF LEICESTERSHIRE**

1. A plan of the Burial Ground, hereinafter referred to as ‘the Cemetery’, showing all the sections thereof, with separate grave spaces marked upon it is deposited at the Clerk’s Office, Newbold Verdon, where copies of these Rules and Regulations, table of current fees and every other information in respect of the Cemetery may be obtained of reasonable notice.
2. No purchaser of any exclusive right of burial shall transfer or assign such right without the consent of the Parish Council having first been obtained in writing, which consent shall not be unreasonably withheld. Any such transferee or assignee shall have the right to inter therein a husband, wife, father, mother, brother, sister or child, niece or nephew who may die outside the Parish, on payment to the Parish Council of the same fees as would have been payable on the interment of a person dying in the Parish. In every other case where a non-parishioner shall be interred in the Cemetery then double fees shall be payable to the Parish Council. The qualification for right of burial in the Cemetery is limited to: current residents of the Parish, previous long-term residents of the Parish, or those with immediate family living or buried in the Parish. The Parish Council retains the sole discretion in the event of any question or dispute to determine eligibility or non-eligibility.
3. Notices of interment are to be delivered to the Clerk of the Council together with any fees and charges payable in respect thereof before any burial plots are made available. All fees in respect of any memorial are to be paid prior to the erection of the memorial.
4. Any notice of interment must be delivered to the Clerk of the Council at least forty-eight hours prior to the proposed burial together with full details of the deceased, the day and hour of the burial service and the name of any officiating minister. In the case of any purchased, transferred or assigned grave, evidence of the transfer or assignment and the consent in writing of the current owner of the exclusive right shall be produced to the Clerk of the Council at the same time as the notice of interment. The Parish Council retains the sole discretion in the event of any dispute to state in its opinion the rightful owner of any burial plot.
5. There shall be no interments on Sundays or any statutory holiday.
6. No burial shall take place before ten o’clock in the morning or after five o’clock in the afternoon between the first day of March and the first day of

## NVPC Cemetery Rules & Regulations

October, and four o'clock in the afternoon between the first day of October and the first day of March without special permission from the Parish Council. Sufficient notice shall be given to enable the Council to make a decision, in Committee if necessary.

7. The day and time of any funeral service must be communicated to the relevant minister. This must be the time at which the funeral procession would arrive at the Cemetery and punctuality is essential.
8. The excavation of all graves shall be carried out by workmen appointed by the Parish Council and shall be subject to any specific conditions as the Parish Council may reasonably require from time to time. All graves adjacent to a new or re-used plot shall be protected at the time of a new interment and restored to their original condition afterwards.
9. Notice of 3 working days minimum is required for any interment. Coffin size to be confirmed in writing at the time of booking, email confirmation is acceptable. All adult coffin graves will be dug to a minimum of 7 Ft x 2 Ft 6 inches. Special requests for sizes above this to be made at time of booking and fee will be advised. Charges as per section 21.
10. The selection of grave spaces shall in all cases be subject to the approval of the Council or the Clerk of the Council. Any grave space may be reserved by formal purchase of the plot and payment of the appropriate fee.
11. At least one month before the erection of any memorial an accurate drawing thereof, with proposed inscription (if any) shall be delivered to the Clerk of the Council for approval.

The maximum thickness of a gravestone shall be 75mm.

The maximum width of a gravestone shall be 620mm.

The maximum height of a gravestone shall be 920mm.

The base of any gravestone shall not exceed 760mm in width.

All memorials must be made of stone or other approved long-lasting material. Wood is not acceptable for permanent memorials. Wooden marker crosses should be removed after approximately six months.

Any memorial which fails to comply with the approved drawing and description thereof shall be removed at the request of the Parish Council. Any failure to comply with the Council's request in this regard shall result in the Council acting in default. Any resultant costs incurred by the Council shall be payable on demand.

Coloured designs on memorials will be accepted if the design is not larger than 150mm square, and the subject is, in the consideration of the Parish Council, an appropriate one.

## NVPC Cemetery Rules & Regulations

12. No memorial shall be erected otherwise than on a grave space in respect of which the exclusive right of burial is vested.
13. All materials for memorials must be conveyed into the Cemetery with care and all visitors must ensure that they cause no damage to the pathways, fences, trees or any other property in the Cemetery.
14. A memorial wall erected with pre supplied black plaques is available for qualifying persons to have the name of a loved one inscribed. All orders will be made through the Parish Council to ensure conformity of inscription and will be in gold lettering. Allocation of plaques is at the discretion of the Parish Council and will be done sequentially. The cost for a single plaque is as per charges set out below in section 21.
15. A small Fenced Rose Garden is provided for any qualifying person not wishing to purchase a full burial plot, as per the burial conditions, to inter ashes. Anyone wishing to use this area must obtain written permission from the Parish Council.
16. A Register of all Burials is kept at the Office of the Clerk where searches may be made upon reasonable notice and certified extracts obtained upon payment of the Council's fee.
17. No dogs shall be allowed in the Cemetery with exception of dogs for the visually impaired.
18. Any memorial vase must be approved by the Council prior to installation. Any container which appears in the view of the Clerk of the Council to be unsightly and/or to have been erected or installed without the approval of the Council will be removed and the Council will accept no liability for any losses incurred as a consequence of the failure to comply with this regulation.
19. The Parish Council accepts no liability for any damage to memorials which must be kept in good repair and condition by the owners thereof. The Council will not accept any liability for any damage to flowers which must be kept tended and in good order by the owners. The Parish Council shall at its sole discretion remove any flowers and also lower any memorial to ground level, if, in its opinion, the same shall have become unsightly or overgrown.
20. There shall be no cycling in the Cemetery.
21. The Parish Council reserve the right to review and amend these Rules and Regulations from time to time together with the scale of fees and charges.

**AMMENDED CEMETERY FEES 5<sup>th</sup> OCTOBER 2015**  
**(With effect from above date)**

1.	Purchase of Grave Plot (Double Depth) in Cemetery	£200*
2.	Interment fee in Cemetery	£50.00*
3.	Grave Digging Fees (Extra charges may apply for weekends and over Christmas/New Year period. To be advised on application)	
	a) Adult Coffin Up to 7 Feet x 2 Foot 6 inches	£315
	b) Large Adult Coffin	Price on Application
	c) Ashes Casket	£52.50
	d) Baby/Child Coffin	£120
4.	Memorials Installation Fee	£100
5.	Vases (see below) **	
6.	Further Inscriptions	No fee
7.	Memorial Wall Plaque including Inscription	£120

All fees are waived for children under the age of 16 except for the Burial Grant (Purchase of Grave Plot).

\* NB Fees are doubled if the Body is brought from outside the Parish. The full address of the Deceased must be given at the time of booking the interment. Anyone resident outside the Parish for over eight months will be deemed to be no longer a resident. The Deceased must have been a resident of the Parish or have relatives living or buried in the Parish (see Regulations for full details).

From the above date, unless reserved or special arrangements made for existing plots where there is a space, all interments will be conducted in the new consecrated area to the west of the Cemetery.

\*\* To enable contractors to maintain the Cemetery in the best possible condition the Parish Council insist that vases, where required, should be incorporated in with any Headstone and not placed separately in the middle of a plot.

Please make your clients aware that, although the Parish Council undertakes general maintenance of the Cemetery, relatives maybe liable for any Headstone repair for a period of 25 years.

Funeral Directors: - Please would you pass on any of the above relevant information to your clients.

By Order of the Newbold Verdon Parish Council

NVPC Cemetery Rules & Regulations

**I confirm that I have read and agree to abide by the rules and regulations of Newbold Verdon Cemetery**

NAME (in block capitals) .....

ADDRESS .....

.....

NAME OF DECEASED .....

RELATIONSHIP TO DECEASED .....

Signed .....

Completed form to be returned to Parish Clerk @  
5 Oaks Drive, Newbold Verdon, Leicester, LE9 9PH.