Leigh on Mendip Parish Council

Cemetery Regulations

Adopted – September 2026

1. Introduction

1.1 The Cemetery is owned and managed by Leigh on Mendip Parish Council (Burial Authority). These regulations are authorised by the Burial Authority and may only be changed by the Burial Authority. All users of the Cemetery are required to comply with the Cemetery regulations.

2. Contact Details

2.1 All requests for Interments, Erection of Memorials, general enquiries, and comments should be directed to:

The Clerk, Email: parish.clerk@leigh-on-mendip.org.uk Tel: 07518 710688

2.2 These Regulations are in addition to the provisions of the Local Authorities Cemeteries Order 1977 and any other appropriate regulations currently in force.

3. Admission to the Cemetery

3.1 The current Cemetery is accessed through the Churchyard and are open for visitors every day of the year, please make sure the gate is closed upon leaving.

3.2 The Churchyard and Cemetery are places of peace and quiet reflection. Visitors are welcome but please respect the special nature of the site, the needs of other users and safety factors. No games, sports are allowed in the Churchyard and Cemetery.

3.3 Any person creating a nuisance or a disturbance, such as interfering with a funeral, grave, headstone, flowers, etc will be required to leave the Burial Ground immediately and may be the subject of subsequent legal action.

3.4 It is particularly important that children are not allowed to climb on any monuments within the Churchyard / Cemetery.

3.5 Dogs are permitted in the Cemetery provided they are on the lead and owners pick up after their dog.

4. General Regulations

4.1 No person shall canvass or solicit business in the Cemetery

4.2 All fees for interments or memorial works must be paid in full to the Council in advance.

4.3 The Council will publish a scale of fees and charges.

4.4 The Council reserves the right to amend these regulations and to deal with any circumstances or contingency not provided for in the regulations as necessary.

5. Graves / Plots

5.1 Graves for interments and plots for the burial of ashes are available provided space is available. The cemetery is unconsecrated. The Cemetery plot will be allocated by the Burial Authority and will be the next in rotation.

5.2 The Exclusive Right of Burial for a grave can be purchased for a period of 99 years. The Exclusive Right of Burial does not allow a memorial to be placed on the grave. A memorial stone could be erected on application.

5.3 (The Exclusive Right of Burial cannot be purchased in advance of need, i.e., graves cannot be pre-purchased or reserved). The Exclusive Right of Burial can only be transferred to another person or persons who are entitled and via the legal process adopted by the Council.

5.4 Memorials will only be permitted on purchased graves. Memorials must conform to the regulations under the Headstone / Memorial section (Item 10).

5.5 The types of graves available are Traditional Graves and Cremated Remains. Traditional Graves can accommodate full memorials such as Headstones, Crosses, and Monuments. Cremated Remains Graves are for the burial of cremated remains only.

5.6 All graves will be excavated and prepared for interment by an appropriate appointed Grave Digger, organised by the Funeral Director. The depth of each grave will be determined by the Council in accordance with the provisions of the Local Authorities Cemeteries Order 1977.

5.7 Following the interment, the Grave Digger will level the grave and the Burial Authority may over the course of time may top with soil as the grave settles.

5.8 If the owner of the Exclusive Rights of Burial is deceased the ownership must be transferred through the Burial Authority

6. Coffins

6.1 Coffins and urns for burial should be traditional wood or suitable bio-degradable materials such as wood, wicker, cane, bamboo, wool, cardboard, etc.

7. Booking of Interments.

7.1 An enquiry for interment must be made to the Clerk.

7.2 The deed of grant for the Exclusive Right of Burial will be registered in the name of the applicant for the burial indicated on the application for internment and signed by that person

7.3. This should be followed up by the submission of a completed Application for Internment in the Cemetery and returned at least forty-eight hours in advance of the intended date and time of the interment

7.4 The exact size of the coffin, casket or container must be given in writing to the Burial Authority as soon as possible, together with any pertinent information relating to its size and shape (eg locking bar handles, casket shape, wicker coffin, etc). The Burial Authority will subsequently add a suitable amount to the given size in order to determine the dimensions of grave to be excavated.

7.5 If the grave is purchased and is to be reopened for a further interment, the written permission of the registered grave owner must be given, except where the burial is that of the registered grave owner.

7.6 It is the responsibility of the person making the interment arrangements to ensure that any memorial on the grave is removed before the date and time of the interment.

7.7 The Certificate given by the Registrar of Births and Deaths or an order of the Coroner must be delivered to the Clerk prior to the interment.

7.8 The Burial Authority will determine the appropriate fees to be paid which must be paid fully in advance.

8. Interments

8.1 Interments will normally only be permitted Monday to Saturday 10.00 – 16.00 (excluding Bank or other Public Holidays).

8.2 Application for interments should be made to the Clerk. The cemetery land will remain in the ownership of the Parish Council, but the Cemetery Plot is leased with the issue of the Exclusive Rights of Burial. No more than two owners per plot are allowed. Spaces above (in graves deep enough to accommodate two coffins) may be re-opened on payment of the appropriate fee.

8.3 The Cemetery is not generally capable of being dug deep enough to accommodate more than two coffins and in some plots, it may be difficult to accommodate more than one. The Clerk will keep a plan of the cemetery and will allocate all plots. Prior reservation of plots will not be permitted

8.4 Any grave will only be opened / reopened with the express permission of the grave owner / owners in writing. The only exception is this being where the grave is opened or reopened for the burial of the grave owner themselves or required by law.

9. **Cremated Remains**

9.1 Interments will normally only be permitted Monday to Saturday 10.00 – 16.00 (excluding Bank or other Public Holidays).

9.2 Application to inter ashes should be made by contacting the Clerk. Ashes may be interred in an existing grave, if space allows.

9.3 Interred Ashes will be required to be in a bio-gradable container.

9.4 Inscribed plaques made to a maximum size of 450mm x 400mm (or 18" x 16") will be permitted. They should be set in the ground level with the surface of the turf.

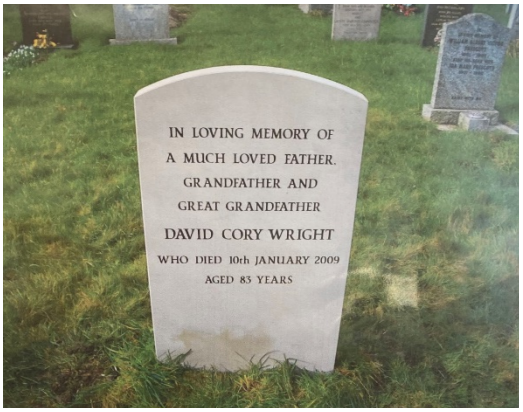
10. Headstones / Memorials
Memorials cannot be erected without prior consent from the Burial Authority

10.1 Before any memorial may be erected or works undertaken to an existing memorial, an application must be submitted to the Clerk on the appropriate form supplied by the Burial Authority. The grave owner must sign the form to give permission for the proposed memorial / works. On approval by the Burial Authority permission will be given to the Memorial Mason

10.2 Memorials must be constructed of materials suitable to the environment and the period of grave lease. The Burial Authority reserves the right to reject an application for any memorial that it deems unsuitable.

10.3 **Headstones** (Including any plinth) should be no more than 1200mm (4') high above ground, 900mm (3') wide and 180mm (7") thick and no less than 750 (2'6") high above ground, 500mm (1'8") wide and 75mm (3") thick and should not be erected within 1200mm (4') of the outer wall of the church.

Examples of Headstones allowed within the Cemetery



Straight to Ground / Monolith

Lawn Stones

10.4 **Crosses** no more than 1200mm (4') high above ground are acceptable.

10.5 **Monuments** should be of natural wood or natural stone. Local building stone or stones similar to local stone are preferred. Black and pearl granite, white marble, synthetic stone and plastic are not permitted. Stone shall not be mirror polished.

10.6 A monument shall not include any raised kerbs, railings, stone or other chippings, picture or photograph, built-in vase container, statuary or bird bath. All monuments shall be simple in shape. Minor mementoes (2 max) may be permitted

with prior permission from the Clerk. No colour shall be introduced except black, white or gold.

10.7 No advertisement or trade mark is permitted on any monument, but the name of the mason may be incised on the side or reverse in unpainted and unleaded letters no more than 13mm high.

10.8 One stone vase per grave is permitted, separate from the headstone and not exceeding 300mm x 200mm x 200mm (12” x 8” x 8”) in height. No glass or pottery items are permitted.

10.9 Horizontal ledgers (over burials) shall be just below the level of the turf. The maximum size is 2100mm (7’) x 900mm (3’) and the minimum is 1200mm (4’) by 600mm (2’)

10.10 Memorial masons must remove all arisings from the cemetery at the conclusion of their work, and must leave the area in a tidy condition.

10.11 All Memorials must be erected / re-erected in accordance with the BS 8415 recommended code of working practice.

11. Care of Graves and Memorials

11.1 All memorials are erected at the sole responsibility of the owner. The Burial Authority shall not be held responsible for any damage to or caused by the memorial, howsoever incurred. The memorial remains the responsibility of the grave owner during the lease period of the grave. The Burial Authority reserves the right to repair or make safe any memorial which becomes unsafe or falls into disrepair, and to recover any expenses from the registered owner. The Burial Authority will undertake routine safety check on all memorials, and will notify the grave owner at the last registered address of any necessary works to make the memorial safe. The grave owner will be given a period of 3 months from the date of the letter to affect the necessary repairs. The Burial Authority reserves the right to temporarily make safe any memorials that pose a threat until such works are completed. If the grave owner does not arrange for the repairs to be made, the Council may repair or remove the memorial at the owner’s expense.

11.2 Grave spaces must be kept in a neat and tidy condition, and all dead flowers, wreaths, trimmings, or other refuse must be taken away.

11.3 Any items left on graves are at the owner’s risk and the Burial Authority cannot be held responsible for any damage to them whatsoever. The Burial Authority may remove any articles from any grave that are likely to cause risk, damage, or offence to other visitors to the cemetery or which interfere with the Council’s maintenance of the site.

11.4 No shrubs or trees may be planted without permission from the Burial Authority. Any tree or shrub may be trimmed or removed by the Parish Council if not cared for.