

**MINUTES OF A MEETING OF THE BURIAL GROUND COMMITTEE OF KINVER PARISH COUNCIL HELD ON WEDNESDAY 28<sup>TH</sup> SEPTEMBER 2016 AT 95 HIGH STREET KINVER**

PRESENT: Councillors Mrs L Hingley (Chairman), HH Williams (Vice Chairman), J Irving Bell, N Other and co-opted members Mrs V Davis and Mrs ED Ray.

1. APOLOGIES FOR ABSENCE

Councillors Miss V Webb and Mrs D Geoghegan were not in attendance.

2. DECLARATIONS OF INTEREST

None were declared.

3. MINUTES OF THE PREVIOUS MEETINGS

The minutes of the meetings held on 14<sup>th</sup> July 2016 were accepted as a true record of that meeting.

4. MATTERS ARISING/CORRESPONDANCE

None were reported.

5. SUPERINTENDENT'S REPORT

The following items were reported:-

- We have had 4 new Burial plots (3 of these have been for ashes interments).
- 1 reopening of a burial plot.
- 1 new headstone installed.
- 2 new traditional ashes plots.
- The row is now complete for cremated remains by the water tap by the new path. Although the row is not right up to the turning circle the stones will be too close to the path edge if we continue along there. The original F section will be completed next, then behind that area will be the next section of cremated plots.

6. MANAGEMENT OF COMBER RIDGE BURIAL GROUND

The following matters were reported after the site visit:-

- There are seedlings growing in the dell that need to be cut off, the Maintenance Technicians will be able to do this.
- Concern was expressed that there were grass cuttings on the headstones / tablets, the Clerk reminded the members that the clearing of the Stones is not allowed as we should not touch the stones as they are not the property of the Council. The clearing of the stones has never been in the grass cutting contract.
- The large watering hole in the neighbouring field has been filled in.
- The Beech Hedge is growing nicely, the Maintenance Technicians are looking after the hedge and trimming it back on a regular basis.

- The dead plants in the Garden of Remembrance are to remain in place until members decide what to replace them with. The Clerk will ask the Maintenance Technicians for their advice and report back to the next meeting.
- The brick water tower, members of the public have placed loose bricks around it, these will be removed ASAP.
- There is a leaning headstone in H section, however in this section all of the headstones with Ground Anchors so the headstone will not fall over.
- The garage foundation has been completed and the frame is to be installed w/e 23/9/16, we are hoping for completion mid October.
- The draft amended rules and regulations having been attached to the agenda, pages 11 and 12 show the changes in colour.

It was agreed to change the first paragraph to read:-

The ashes are scattered over a sufficiently wide area so as to provide no specific point of interment or resting place in any individual case and no memorial is permitted in the area of scattering. However, there is provision for a plaque to be fixed to the side of the waterworks building near to the area where ashes are scattered.

Also in the section talking of burial plots to remove the word coffin so it reads 3 interments instead.

It was proposed by Councillor N Other and seconded by Mrs ED Ray to Recommend to the Parish Council that the draft rules and regulations as attached to the minutes as appendix 1 are accepted by the Parish Council.

- The concrete edges will start to be replaced in October.

#### 7. ITEMS FOR THE NEXT AGENDA

Date for items for the next agenda 22<sup>nd</sup> November 2016.

#### 8. DATE OF THE NEXT MEETING

It was **Noted** that the next meeting date is Wednesday 30<sup>th</sup> November 2016

#### 9. RECOMMENDATIONS TO THE PARISH COUNCIL

There was one Recommend to the Parish Council that the draft rules and regulations as attached to the minutes as appendix 1 are accepted by the Parish Council.

# **COMBER RIDGE**

## **BURIAL GROUND AND GARDEN OF REMEMBRANCE**

### **RULES AND REGULATIONS**



**JULY 2016**

# KINVER PARISH COUNCIL

Jennifer S Spaul  
Clerk to the Council  
95 High Street,  
Kinver  
South Staffordshire  
DY7 6HD



kinverparish@btconnect.com  
Telephone: 01384-873878

---

## MESSAGE FROM THE CHAIRMAN OF THE COMBER RIDGE BURIAL GROUND COMMITTEE

Thank you for choosing our beautiful hillside setting of Comber Ridge as the final resting place for your loved one.

As you might know, the Comber Ridge Burial Ground is owned by Kinver Parish Council and is managed and maintained by its Burial Ground Committee for the sole benefit of the residents, and past residents, of the Parish of Kinver and their immediate families. We are non-profit making and our costs are met partly from the interment fees we charge but, in large, part from the Council Tax payments of parish residents.

Local Councillors take a keen interest in the Burial Ground. We look on it as a part of our local community and try our very best to keep it in good condition. As the years pass, we hope that you also will come to regard it as a very special place.

Few of us like Rules and Regulations. However, if we are to keep the Burial Ground in good order these are very necessary and I attach a copy for you to keep. I realise that now might not be the best time to ask you to read them. However, when you feel able to do so, it would be helpful if you could study these Rules and Regulations so as to understand what we are trying to achieve at Comber Ridge. In doing so it will help us to maintain this unique Burial Ground for the benefit of us all and for future generations.

Thank you.

Mrs L Hingley

**Lin Hingley**  
**Chairman**  
**Kinver Parish Council Burial Ground Committee**

## AN INTRODUCTION TO COMBER RIDGE BURIAL GROUND

This burial ground has been provided by the Kinver Parish Council for the benefit of the residents (including past residents) of the Parish of Kinver and for their spouses, long time partners and immediate families. It is managed by the Parish Council and is funded partly from the fees charged for interments, with the remainder of the funding coming from the council taxes paid by residents of the parish.

In managing the burial ground the Parish Council seeks to achieve that sense of peace and tranquillity valued by those who have loved ones interred there. Additionally, the Council must attend to those practical matters necessary for the efficient and orderly maintenance of the grassed areas. Accordingly, in the overall interests of all visitors and users, we must apply some Rules and Regulations.

Naturally, we appreciate that bereaved families will wish to remember their loved ones in a manner most fitting and appropriate to themselves. Accordingly, it is not the Parish Council's wish to make its Rules and Regulations unduly restrictive.

However, we must all remember that Comber Ridge is not a city cemetery; nor is it a busy urban churchyard. It is a consecrated, grass covered, rural hillside burial ground. Those who visit there enjoy that sense of peace, order and tranquillity that these Rules and Regulations are designed to maintain.

We ask you, therefore, to remember that –

The maintenance of this sense of peace and tranquillity comes from keeping grave areas tidy and uncluttered and that what one person might find to be an acceptable, albeit extensive, range of grave adornments, can prove to others a distressing distraction – especially at times of recent bereavements.

Additionally, if we are to maintain the burial ground to a good standard, there needs to be some restriction both on the sizes of headstones and tablets used and as to what may be placed on graves and cremation plots. Details of these restrictions are given in the following Rules and Regulations. The Parish Council reserves the right to remove from grave spaces any items that do not comply with these Rules and Regulations, or are otherwise unsuitable in its view.

Furthermore, in obtaining planning permission for the burial ground H Section only, the Council did promise to give particular attention to the type of materials and finishes used for headstones in the new western area so as to reduce the impact of the view from Kinver Edge. Again, further details are given in the Rules and Regulations. The Matt finish of all headstones is of considerable importance and particular attention will be paid to the enforcing of this Regulation.

As in life, even so in death, only consideration for the needs of others will ensure that we achieve the result that best serves our community overall. We ask you, therefore, to read and observe these Rules and Regulations in that spirit. In doing so, you will assist us in maintaining Comber Ridge as that place of tranquil beauty and peace which we all wish to secure as the last resting place for our loved ones.

## **COMBER RIDGE BURIAL GROUND RULES AND REGULATIONS**

Unless stated otherwise below, the terms “grave and “interment” apply equally to coffin burials and to the burial of cremated remains (ashes). They do not apply to the scattering of cremated remains, which is covered by a separate section in these regulations.

### **The Right to be Interred at Comber Ridge**

The fees charged for interments meet only a portion of the cost of running and maintaining the burial ground. A significant amount of the cost is met by the council tax paid by residents of the Parish of Kinver. Accordingly, the right to interment applies strictly only to those who were residents, or one time residents, of the Parish of Kinver. Provided always that sufficient space remains within the plot in question, the right extends also to the immediate family of such a person, the immediate family comprising strictly the wife, husband or long time partner, sons and daughters of the person establishing the initial right to interment. Only one interment per deceased person is permitted within the burial ground.

Note: For the avoidance of doubt, the right to interment does not extend to the mother or father of the person establishing the right to interment.

### **Allocation of Individual Interment Plots (Sequential Burial)**

#### **Sequential Burials**

Comber Ridge Burial Ground was designed to be of a natural but orderly appearance so as to complement the great natural beauty of the surrounding countryside. In order to achieve this objective a policy was adopted to have open plan grassed burial areas throughout. So as to maintain these grassed areas in good condition at a reasonable cost and to maintain the overall appearance of the Burial Ground, a policy of “Sequential Interments” has been adopted both for coffin graves and for graves containing caskets of cremated remains.

The term “Sequential Interments” means that grave spaces are allocated in sequence as requests to inter are received. In this way rows fill up progressively and the Burial Ground develops in a progressive and orderly manner – rather than piecemeal with individual graves dispersed over wide areas. Unfortunately, this means that it is not permitted for plots to be reserved in advance and individual purchasers of the exclusive rights to inter cannot be given a choice as to the precise location of the grave space allocated. It is appreciated that families might wish ideally to be allocated plots adjacent one to the other. Unfortunately, this policy prevents that being achievable. However, the policy is set having regard to the best interests of the Burial Ground and its clients overall.

In the case of any one deceased person, all of the remains shall be presented for interment and shall be interred in the same plot at the same time.

#### **Capacity of Grave Spaces**

A maximum of three interments is permitted in any coffin grave. Practical considerations make it prohibitive for such graves to be dug to any greater depth. Clearly, the depth to which a grave is dug for the first coffin dictates whether it will be possible for the family to use the grave space again for one or two further interments in the future. For that reason, it is very important that

bereaved families make their intentions for future interments in the grave space clear to their Funeral Director in the period prior to the first interment. The application form, submitted at the time of the initial purchase of the exclusive right to inter, contains a specific question on this matter and it is important that it is completed clearly. This is the responsibility of the bereaved family and their Funeral Director and errors made in the depth of the first interment cannot be rectified once that interment has taken place.

The same principles as set out immediately above apply also to interments of caskets of cremated remains. However, in these cases, the maximum permitted number of caskets in any individual grave space is two. Again, bereaved families must make their intentions for future interment in the grave space clear to their Funeral Director in the period prior to the first interment – and again there is a specific question on this matter on the application, which they must ensure is completed clearly.

For the avoidance of any doubt in the future, it is important that the deed to each interment plot (whether for coffin or casket interments) is endorsed with information as to the depth of the original interment and, therefore, the capacity for further interments within that individual grave space.

#### Conditions relating to the Specially Designated Area for the Interment of the Remains of Children

The Burial Authority has set aside a special area for the interment of the remains of children. The special fee structure for the Interment of “Infants and Young Children” as set out in the table of fees and the following conditions apply to interments in this specially designated area –

The special area of interment for children be defined as providing single capacity graves available for the interment of stillbirths and children up to and including the age of 12 years

Irrespective of whether an individual grave within this special area contains a cremated remains casket or coffin interment, the only approved form of memorial shall be a headstone of a kind and dimensions as defined in the Burial Ground Rules and Regulations

There shall be no compulsion on any family to use the special area for the interment of the remains of children and those wishing to inter such remains in traditional coffin or cremation casket areas shall be free to do so upon payment of the full charge appropriate to those other areas

The qualification (in relation to family residency etc) for interment within the children's area shall remain that defined in the Burial Ground Rules and Regulations for interment within the Burial Ground in general.

#### Maintenance of Interment Plots

Following an interment and once the ground has settled, the Parish Council will arrange for the area of the grave to be restored to provide a level surface and for it to be seeded with grass. This seeding must be allowed to establish so as to provide a grassed area over the surface of the grave space and the surface level must not be disturbed. The perimeter of the grave space must not be marked out in any way. No artefacts or flowers etc. may be placed on the grassed

areas of the grave space and any floral tributes/plants must conform to the provisions of these Rules and Regulations.

The above shall not preclude the placing of the floral tributes on the grave surface immediately following the interment and prior to the seeding of the area. The Parish Council will leave these initial floral tributes in the care of the relatives of the deceased for a period of 4 weeks, after which tidying of the area will take place in preparation for the grass seeding to be carried out. This process might involve the removal of floral tributes from plots.

The purchasers of the exclusive right to bury are asked to keep their plots in general good order – but they are neither required nor permitted to cut the grass on or around their individual plots.

It is a key element of the overall design plan for the burial ground that grave spaces shall be grassed and the Parish Council arranges for the grassed areas to be mowed regularly throughout the growing season. In order that the burial ground can be maintained effectively, it is essential that the following Regulations be followed relating to what is permitted on grave surfaces.

#### Dimensions, Materials and Inscriptions for Headstones to Coffin Graves in section H

In order to facilitate maintenance of the grassed areas, there is a limit on the dimensions of headstones and plinths in respect of coffin grave spaces. Such headstones must be 750 mm (2ft 6ins) high and between 600mm (2ft) and 450mm (1ft 6ins) wide. Headstones must be between 150mm (6ins) and 75mm (3ins) thick. Each headstone must be mounted on a plinth which must not project more than 180mm (7ins) in front of nor 100mm (4ins) behind the headstone. The overall height from the ground of the combined plinth and headstone must be no more than 850mm (2ft 10ins).

Headstones/plinths must be mounted on a foundation slab, which must be set flush into the ground. Such foundation slabs may not exceed surface dimensions of 900mm (3ft) by 450mm (1ft 6ins) and have a minimum thickness of 65mm(2½ ins).

All headstones laid within the burial ground shall incorporate a “Ground Anchor” system complying with “Best Industry Practice”.

Within each plinth may be a recess to take only one single flower vase or pot. Any flowers/plants to be placed on the grave must be accommodated in that single vase or pot placed within this recess or, where no such recess has been provided, placed on the plinth or at the head of the grave. Flowers/plants must not be placed on the grassed surface of the grave nor must plants be planted within the grave area. Any additional vases / pots / trinkets placed on the grave will be removed by the grounds staff.

Headstones must not carry photographs, holograms or other such similar devices. The surfaces of headstones must be of a matt nature and must not be of a polished, specular, reflective or honed nature. This is particularly important and is to avoid the headstones becoming sources of glare when viewed from Kinver Edge.

Whilst the Parish Council does not wish to prescribe the inscriptions on individual headstones, such inscriptions should contain only the name(s) of those interred, relevant dates and a simple



tasteful message such as “Rest in Peace” or “Always in our Thoughts” etc, together with any approved graphics.

Inscriptions shall be understood to cover anything displayed on the headstone including all graphics (for example, Badges, symbols religious or otherwise, scenes, or other depictions). Any such graphics proposed must be shown on the application and approved specifically in advance by the Burial Ground Superintendent. Graphics so approved may not be highlighted or coloured in any way but must remain in their natural engraved state.

The wording on headstones to include the name(s) of those interred, relevant dates and a simple tasteful message such as “Rest in Peace” or “Always in our Thoughts” etc may be left in their natural engraved state or highlighted in gold or black, but may not be highlighted in any other colour (including white)

Any proposed wording on headstones going beyond the simple nature of the kind described in the preceding paragraph may be used only if approved specifically by the Burial Ground Committee.

All headstones and plinths, in addition to meeting the above specifications, must be approved in advance by the Parish Council and must be of one of the following materials –

Limestone

Fine grained Sandstones

Slates

Granites

If it is not desired to have a headstone, one single flower vase only may be left at the head of the grave to receive floral tributes. In such circumstances, no floral tributes, other than those that can be contained within this vase, may be left at the graveside. The single flower vase must not be made of glass / ceramics or china.

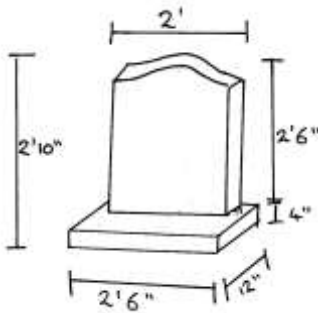
No kerbstones, railings, markers or any similar device may be erected around the grave space.

If purchasers of the exclusive rights to bury have any doubts as to the acceptability of the stone which, they wish to use – or doubts upon any other matters; they should ask their Stone Mason/Funeral Director to seek advice from the Parish Council’s Burial Ground Superintendent. It is important that this is done to avoid abortive expense to themselves at a later date should, for example, the Council not be able to accept their first choice of stone or any aspect of the inscription planned thereon.

#### Dimensions, Materials and Inscriptions for Headstones to Coffin Graves in section J only

In order to facilitate maintenance of the grassed areas, there is a limit on the dimensions of headstones and plinths in respect of coffin grave spaces. Such headstones must be a maximum height of up to 750 mm (2ft 6ins) and between 600mm (2ft) and 450mm (1ft 6ins) wide. Headstones must be between 150mm (6ins) and 75mm (3ins) thick. Each headstone must be mounted on a plinth which must not project more than 180mm (7ins) in front of nor

100mm (4ins) behind the headstone. The overall height from the ground of the combined plinth and headstone must be no more than 850mm (2ft 10ins).



Maximum dimensions shown (not to scale)

Headstones/plinths must be mounted on a foundation slab, which must be set flush into the ground. Such foundation slabs may not exceed surface dimensions of 900mm (3ft) by 450mm (1ft 6ins) and have a minimum thickness of 65mm (2½ ins).

All headstones laid within the burial ground shall incorporate a “Ground Anchor” system complying with “Best Industry Practice”.

Within each plinth may be 2 recesses to take flower vases or pots. Any flowers/plants to be placed on the grave must be accommodated in those vases or pots placed within this recess or, where no such recess has been provided, placed on the plinth or at the head of the grave. Flowers/plants must not be placed on the grassed surface of the grave nor must plants be planted within the grave area. Any additional vases / pots / trinkets placed on the grave will be removed by the groundstaff.

Headstones must not carry photographs, holograms or other such similar devices.

Whilst the Parish Council does not wish to prescribe the inscriptions on individual headstones, such inscriptions should contain only the name(s) of those interred, relevant dates and a simple tasteful message such as “Rest in Peace” or “Always in our Thoughts” etc, together with any approved graphic.

Inscriptions shall be understood to cover anything displayed on the headstone including any graphic (for example, Badges, symbols religious or otherwise, scenes, or other depictions). Any such graphic proposed must be shown on the application and approved specifically in advance by the Burial Ground Superintendent.

The wording on headstones to include the name(s) of those interred, relevant dates and a simple tasteful message such as “Rest in Peace” or “Always in our Thoughts” etc may be left in their natural engraved state or highlighted in gold / black / silver / brown, but may not be highlighted in any other colour (including white)

Any proposed wording on headstones going beyond the simple nature of the kind described in the preceding paragraph may be used only if approved specifically by the Burial Ground Committee.

All headstones and plinths, in addition to meeting the above specifications, must be approved in advance by the Parish Council and must be of one of the following materials –

Limestone

Fine grained Sandstones

Slates

Granites

If it is not desired to have a headstone, one single flower vase only may be left at the head of the grave to receive floral tributes. In such circumstances, no floral tributes, other than those that can be contained within this vase, may be left at the graveside. The single flower vase must not be made of glass / ceramics or china.

No kerbstones, railings, markers or any similar device may be erected around the grave space.

If purchasers of the exclusive rights to bury have any doubts as to the acceptability of the stone which, they wish to use – or doubts upon any other matters; they should ask their Stone Mason/Funeral Director to seek advice from the Parish Council's Burial Ground Superintendent. It is important that this is done to avoid abortive expense to themselves at a later date should, for example, the Council not be able to accept their first choice of stone or any aspect of the inscription planned thereon.

#### Memorial Tablets on Plots containing Cremated Remains

Such commemorative stone tablets must be approved in advance by the Parish Council and must be laid flat in the approved position on the plot.

Each tablet may contain a recess to take one single flower vase/pot only. Any flowers/plants to be placed on the grave must be accommodated in one single vase/pot placed within this recess or, where no such recess has been provided, placed on the tablet itself. Flowers/plants must not be placed on the grassed surface of the grave area.

Commemorative tablets are limited in size to 450mm (18ins) by 380mm (15ins) and must be mounted on a foundation slab fitted flush to the ground and with surface dimensions of 480mm (19ins) by 410mm (16ins).

No kerbstones, railings or any similar device may be erected around the grave space.

#### Additions/Amendments to Inscriptions on Headstones/Memorial Tablets

Headstones to coffin graves (and memorial tablets to plots containing cremated remains) may from time to time require additions or amendments to their inscriptions. This will usually be where additional interments within the grave space have occurred and it is wished to reflect this in the inscription.

However, this regulation applies generally to all changes made to inscriptions - even where the change is made without the need to remove the headstone/tablet from site. The term inscription covers graphics as well as wording (see page 4 of these "Rules and Regulations").

The following procedure shall apply also to any request to clean and/or re-gild or re-furbish a headstone or memorial tablet, whether or not the headstone/tablet needs to be removed from site for the process.

Before a headstone/memorial tablet is removed from site and/or any change is made to the inscription, written permission must be obtained from the Burial Ground Superintendent who will supply the appropriate application form for this purpose. A charge will be levied for such applications.

Once the work is completed, the headstone/memorial tablet may be returned to site only after inspection by the Burial Ground Superintendent has warranted that the works completed have corresponded with those for which approval has been given.

Works to headstones/memorial tablets on site may take place only with the express written permission of the Burial Ground Superintendent and are subject to the same application form procedure as described above.

### **Flowers placed on Graves**

The following Rules relate to graves containing interred coffins and to those containing cremated remains.

It is acceptable for floral tributes to be of either fresh or artificial variety. If fresh flowers are chosen then varieties such as roses, sweet williams, geranium and iris are advisable since they appear to be the least attractive to rabbits. However the variety of flowers chosen is a matter for the personal preference of the donor. In lieu of cut flowers, one pot plant may be left as a floral tribute.

All floral tributes including artificial flowers or a plant must be contained within one single vase or pot, as appropriate, which must be located either within the recess provided in the plinth/tablet where such a recess exists or otherwise on the plinth/tablet itself. No flowers or plants may be stood on the grave surface. No other tributes or adornments may be left within the grave area.

The Parish Council does take steps to discourage the presence of rabbits. However, it must be remembered that with Comber Ridge being a rural hillside burial ground, the presence of rabbits is a natural occurrence.

In the interests of the good order of the burial ground overall, the Parish Council reserves the right to remove floral tributes (including pot plants) when they become spoiled, decayed or otherwise unsightly and/or where they do not comply with these Rules and Regulations. Similarly, the Parish Council reserves the right to remove from graves any items that do not conform to these Rules or Regulations or are otherwise thought by the Parish Council, at its sole discretion, to be unsightly or unsuitable.

### **Insurance of Graves, Headstones, Plinths, Memorial Tablets, Vases, Flowers etc**

None of the above items is covered by the Parish Council's insurance policy and the Council can accept no liability whatsoever for any damage to, loss or theft of, these

**items or for the result of any instability or falling of headstones etc. Those purchasing the exclusive right to bury must maintain such items in a sound and stable condition at all times and are advised strongly to effect their own insurance cover for such items.**

### The Responsibility of Funeral Directors

The Funeral Director must be satisfied that the grave is correctly prepared and ready 24 hours before the interment of a coffin is due to take place. For a cremated remains plot, this should be prepared 1 hour before the interment takes place. All Rules and Conditions in the Local Cemeteries Order 1977 are to be observed. Funeral Directors must ensure that any operatives working on their behalf in the burial ground observe all statutory safety requirements and all appropriate safe working guidelines/practices.

### The Scattering of Cremated Remains

**As an alternative to coffin burials and the interment of cremated remains, the Council offers a service of scattering cremated remains in a garden of remembrance. Those selecting this service must appreciate that it does not include the provision for any tangible memorial to be erected at the last resting place of the deceased – nor does it permit floral tributes to be brought to the area of scattering. Furthermore, the area set aside as the garden of remembrance is not consecrated ground.**

**The Rules and Regulations specific to this form of committal are as follows –**

The right to have Ashes scattered in the burial ground is restricted to those who were residents, or one time residents, of the Parish of Kinver. The right extends to the immediate family of such a person, the immediate family comprising strictly the wife, husband or long time partner, sons and daughters of those who so qualify.

*Note: For the avoidance of doubt, the right does not extend to the mother or father of the person concerned.*

All scattering of Ashes is strictly by prior appointment with the Burial Ground Superintendent and subject to the Certificate of Cremation being provided in advance to the Superintendent thus enabling the right as set out above to be verified.

Ashes are to be scattered by the Burial Ground Superintendent (or his representative) only, and only within the area designated by the Council. (i.e. behind the Chapel within Comber Ridge East.)

The fee charged for this service is additional to any other fees/charges in relation to Ministers of Religion or Funeral Directors (see below)

The ashes are scattered over a sufficiently wide area so as to provide no specific point of interment or resting place in any individual case and no memorial is permitted in the area of scattering. However, there is provision for a plaque to be fixed to the side of the waterworks building near to the area where ashes are scattered.

Note: any family wishing to have a bespoke resting place, which can be accompanied by a memorial marking the plot, should consider a conventional interment plot for cremated remains or a burial plot.

A record is kept of the names of the deceased whose remains have been scattered and the date of scattering in each case, there being no additional fee for this service.

There is no objection to the presence of a Minister of Religion at the scattering of Ashes in order that a brief address might be given or prayers offered – but responsibility for such, and for any associated disbursements due, are the responsibility of the family of the deceased.

Any arrangements for the presence of a Funeral Director when Ashes are to be scattered, and any associated fee, also is the responsibility of the family of the deceased.

### **General**

**In considering any approvals which the Parish Council needs to grant under these regulations, it will be guided by – but not necessarily limited by – the guidelines relating to the Management of Churchyards and Burial Grounds as issued by the Diocese of Lichfield.**

### **In Conclusion**

**At first sight, these Rules and Regulations might appear formidable. In fact, they comprise a simple common sense approach to maintain the character of the burial ground and make for the effective maintaining of the area. The Burial Ground Superintendent will be happy to deal with any problems or difficulties that might arise where the solution is not immediately apparent from the application of these Rules and Regulations.**

**If any areas of dissatisfaction remain after consultation with the Burial Ground Superintendent, these should be referred to the Chairman and Vice-Chairman of the Burial Ground Committee. If, following such consideration, any unresolved issues remain, these should be addressed in writing to the Burial Ground Committee at the address set out below for recommendation to the Parish Council as Burial Authority –**

Kinver Parish Council Offices  
95 High Street, Kinver, South Staffordshire DY7 6HD October 2012