

# Hodsock Parish Council

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## Langold Cemetery Rules & Regulations

Rules and Regulations made by the **Parish of Hodsock** as the **Burial Authority for the Management of Langold Cemetery in the Parish of Hodsock**. Revised 10<sup>th</sup> Mar 2026 by the above Burial Authority having responsibility for the management of the cemetery.

### Interments

- 1. Notice** of Interment must be given to the Clerk of the Parish Council as soon as possible; but **at least 7 days** before the time fixed for the Interment. Exception to this regulation may be made where the delay is unavoidable, as in cases of epidemic diseases. Interments are allowed 7 days a week however, it is common practice in the UK not to hold them on Sundays, Christmas Day, Good Friday or Bank Holidays except under very urgent circumstances. Whilst the Parish Council has no objection to burials taking place on any day of the year, it depends on the availability of the undertakers/funeral directors and it maybe in your financial interest to stick to a weekday. No burial, erection of a tombstone or memorial or the making of any additional inscription on such, is to be carried out without the permission of the Clerk.
- 2. Interment Form:** Funeral Directors must complete and email the Clerk the interment details form and or memorial form. The following information **MUST** be provided before an interment is agreed:
  - Full name of the deceased
  - (if under age 18 the names of the parents)
  - last permanent residence
  - Deceased's last occupation
  - age of the person to be interred
  - date of the death, place of death
  - Day, Date and time of the intended burial,
  - the religious denomination of the deceased
  - the name, address and phone number of the next of kin of the deceased, who will be the grave burial rights owner and the owner of the grave memorial stone or vase.
- 3. Registrar's Certificate** of Disposal ('green' form for burials and 'white' form for cremations) or Coroner's Certificate (in the case of an inquest) must be emailed to the Clerk or their authorised Deputy (the officiating Minister of Religion) before the burial takes place in order that the burial may be duly authorised.
- 4. Fees:** The Clerk will notify the Undertaker concerned of the appropriate Burial fees and charges. These to be paid to the parish council by internet banking/BACS. Cheques are only accepted if you do not have online banking. (Cheques made out to Hodsock Parish Council) posted to the clerk. The Parish Council reserve the right to alter any charges or rules.
- 5. Plot Selection:** The selection of each grave or urn space is subject to the approval of the Cemetery Handyman and Maintenance Contractor in conjunction with the Clerk and in the use thereof and the dealings therewith, the regulations of the Department of Health and of the Parish Council must be strictly observed.
- 6. Gravedigging:** All graves must be excavated and prepared by a person arranged by the Parish Council's approved contractor.
- 7. Full Burial Plots:** Each full plot may hold up to two full body Burials in one grave plot and 4 additional ashes interments Double Internment of Cremated remains, within the Urn section of the Cemetery are allowed subject to satisfactory approval of the parish council.

8. **Ash Plots:** Plots take up to 4 sets of ashes per plot
9. **Pre-Purchase / Reserving of Graves:** We no longer offer a pre-purchase service. Plots are only allocated after a recent bereavement for interments.
10. **Dogs** to be brought into the burial ground on leads at **all times** and owners must pick up any dog poo and dispose of this in the green wheelie bin provided.

### Headstones and Monuments

1. **Insurance** - Only Funeral Directors & Memorial Masons having sent their current copies of insurance documents will be allowed to work in the cemetery. Failure to do so will result in the funeral directors or memorial masons being banned from the cemetery.
2. **Approval:** No memorial to be placed on a plot until prior written approval has been received from Hodsock Parish Council. All applications for memorials must include diagram giving shape, material, and colour; PARISH COUNCIL FORM GIVING: sizes; proposed inscription; full remittance; owners name and address. When WRITTEN approval has been given date and time of installation must be notified to the Council.
3. **Guarantee:** ALL MEMORIALS MUST BE COVERED BY A MINIMUM THIRTY-YEAR GUARANTEE FROM THE DATE OF ERECTION. This includes new memorials and those following refitting.
4. **Memorial Measurement Sizes:**
  - a. **Full Burial Headstones: Max Size Max. Height including base 33", width 21", Thickness 3", Base depth 12", width 24", Thickness 3"**
  - b. **Cremated Ashes Headstones: Max Size Max. Height including base 33", width 21", Thickness 3", Base depth 12", width 24", Thickness 3"**
  - c. **Wooden Crosses: Max Size Max. Height 33", width 20", Thickness 3" Wood to be 3 ins. x 2 ½ ins. thick. Minimum one foot into ground and secure. Must be treated against rot.**

**measurements** are to be from ground level. Cremated remains must be aligned with the centreline marks on the concrete base.
5. **Grave Headstones** only Lawn Type memorials are allowed, Kerb Sets are now banned, and the replacement of old or failed Kerb Sets must be with Lawn type memorials
6. **Grave Headstones** will only be permitted which are erected on a suitable foundation as given under NAMM guidelines (NAMM APPROVED ANCHORAGE). Each grave has markers, already laid at the head of each grave space. (These are not to be used as a secure base). Headstones must be guaranteed 30 years and have the memorial masons name and plot number in 1" letters on rear.
7. **Markers** The markers are to be taken up and stored at the designated space in the Cemetery grounds.
8. **Memorial Applications:** In the case of the intention to erect a headstone/memorial, or place a vase on a grave, application must be to the Clerk giving full particulars and a sketch plan of the proposed stone to be erected, giving its height, width, and any inscription thereon, and the Clerk will email back to give permission once satisfied.
9. The term monument under this heading refers only to any memorial which may be erected in the event of multiple deaths due to some public disaster.
10. **Vases:** Flower vases (**not glass** see glassware section) must only be placed to the right-hand side of the headstone except those near the left-hand path when they may be placed to the left-hand side of the headstone (when looking towards the inscription on the headstone) or in the event of there being no Headstone, in line with other Headstones.

11. **Wooden Crosses** - Maximum size Height from ground level, 33" width 20" Thickness 3" Wood to be 3 ins. x 2 ½ ins. thick. Minimum one foot into ground and secure. Must be treated against rot and must be examined yearly for rot or becoming unstable. Allowed for five years only. Crosses must be treated wood against rot and must be examined yearly for rot or becoming unstable. If found to be unstable or rotten the handyman will remove them and keep them safe in the storage container, the burial rights owner will be written to by the Clerk, to give them 1 month to collect the items, if they do not respond, after a period of 6 months, they will be disposed of.
12. **Memorial Installation:** The work of erecting or fixing headstones is to be executed to the satisfaction of the Parish Council, the ground cleared of waste materials and rubbish (which is to be placed in the compound provided), and left as tidy as possible, and any damage to paths made good.
13. **Liability:** The Council accepts no liability whatsoever for any loss or damage howsoever caused, by the placing or maintenance of any such Headstone or Memorial and the owner will indemnify the Council against all costs, claims, demands and proceeding arising out of the same Any removal required for safety reasons will be at owners' expense. It is the responsibility of the owner/permit holder to insure any monument. As required by current legislation an independent monument inspector contracted by the Parish Council may carry out safety tests on any monuments every five years.
14. **Stonemasons:** Any stonemason contracted to site a memorial must be on the Burial Board Register of Accredited Stonemasons. This requires they be entered on the British Register of Accredited Memorial Masons (BRAMM) or National Association of Memorial Masons (NAMM), have public liability insurance of a minimum of £5,000,000 (five million pounds), comply with the current code of working practice of The National Association of Monumental Masons (NAMM) and provide a written company guarantee which provides a stability and safety guarantee for a minimum of 10 years or a Certificate of Compliance showing work carried out to BS 8415.
15. **Failed Memorials:** Administration costs for Reinstatement of FAILED MEMORIALS from the Inspection will be FREE but NOTICE MUST BE SENT ON SUPPLIED NOTICE FORM GIVING DATE AND TIME OF REINSTATEMENT. Failure to notify the Council of reinstatement could result in the mason being banned from the Cemetery. Kerbs may be removed and replaced by a lawn type headstone only if required by owner. (New inscriptions at current rate.)

#### **Care of Graves and Memorials**

It is the intention of the Parish Council, as the burial ground develops, to make it as far as possible a place of beauty and reverent care. Owners of graves and others using or visiting the burial ground are therefore earnestly requested to cooperate in this matter:

1. **Mounds:** The burial ground is classed as the 'lawn type' and no grave mounds are permitted. After each interment the grave will be levelled, seeded and the soil topped up by the approved contractor of the parish council, when necessary.
2. **Glassware, Fragile & breakable items:** for safety reasons, no glassware, and other fragile or breakable items are allowed in the cemetery. Parish Council Handyman will remove the items and keep them safe in the storage container, the burial rights owner will be written to by the Clerk, to give them 1 month to collect the items, if they do not respond, after a period of 6 months, they will be disposed of.
3. **Other personal items & Tributes: – In order to facilitate the maintenance of the cemetery: No Rose Bushes, Rose Trees, planted plants, borders or fences of any kind (wood, metal, plastic or any material of any sort);** No items are to be placed on, or set into the ground, beyond the headstone plinth which includes the concrete grave marker which measures 18" from front to back. Should anything be placed beyond this distance the Parish Council Handyman will remove the items and keep them safe in the storage container, the burial rights owner will be written to by the Clerk, to give them 1 month to collect the items, if they do not respond, after a period of 6 months, they will be disposed of.

4. **Dead Flower, Plants and Wreaths.** Floral tributes, small potted plants and wreaths may be placed on graves adjacent the headstone. The Handyman will remove and dispose (without notice) any **dead** flowers, plants or wreaths if left on any grave for an unduly long period of time. The Parish Council reserve the right to remove items where it deems appropriate.
5. **Christmas Wreaths:** May be laid between 1<sup>st</sup> December and left until 31<sup>st</sup> January. The Handyman will remove and dispose of any remaining wreaths and other Christmas tributes after the 31<sup>st</sup> January.
6. **Headstones and vases** are to be kept in position and in good repair by the owners. In cases of neglect, after one months' notice the Handyman may remove them and place them in the storage container, the burial rights owner will be written to by the Clerk, to give them 1 month to collect the items, if they do not respond, after a period of 6 months, they will be disposed of.
7. **Grounds Maintenance:** The Parish Council ensure a robust grounds maintenance programme is in place via an appointed contractor. Any concerns regarding the maintenance of the cemetery should be reported to the clerk email address: [hodsockparish@hotmail.co.uk](mailto:hodsockparish@hotmail.co.uk) . For insurance and safety purposes, the use of any mechanical equipment is restricted to the Parish Council appointed contractor, who has carried out risk assessments, and ensure all Health and Safety requirements are followed, (including the wearing of appropriate PPE, regular servicing and maintenance of their equipment and have insurance in place). Any individual taking it upon themselves to carry out activities/maintenance in the cemetery are doing so at their own risk and liability, neither the Contractors insurance police nor the Council's insurance policy would cover these individual's liabilities.
8. **Water:** The Parish Council provides water for the flowers; taps are located around the cemetery together with a communal watering can. Please ensure that the tap is fully turned off after use and the watering can is put back next to the tap.
9. **Bins:** The Parish Council provides bins for you to put dead flowers, flower wrappings and other rubbish in.
10. **Burial Records:** Records of interments are kept by the Clerk (historic paper burial registers are located at Notts County Archives), and relatives and friends interested may obtain information as to where deceased persons were interred on application to the Clerk, and certified extracts may be had upon the payment of the authorised fee.
11. **Residents Classification:** Residents are classed as a person born in the Parish of Hodsock, or a resident in the Parish at time of death or having resided in the Parish for a period of 10+ years at some point during their life.
12. **Revisions:** The Parish Council reserves to itself the right from time to time to make any alterations in, or additions to, the foregoing Rules and Regulations and the associated fees of the cemetery.

#### **Offences in the cemetery**

13. No person shall: -
  - a. wilfully create any disturbance in the cemetery:
  - b. commit any nuisance in the cemetery:
  - c. wilfully interfere with any burial taking place in the cemetery:
  - d. wilfully interfere with or damage any grave, tombstone or other memorial, or any flowers, plants, shrubs, trees or any such matter:
  - e. wilfully interfere with or damage any structure, noticeboards, walls, fencing, gates, seating or
  - f. any other equipment within or belonging to the cemetery
  - g. play at any ball games or sport in the cemetery:
  - h. ride a cycle, moped, motorbike, off-road bike or scooter in the cemetery:
  - i. cause or permit any dog to be off their lead within the cemetery

14. The foregoing Rules and Regulations were approved at a meeting of the Parish Council held on the X<sup>th</sup> Mar 2025.

## Cemetery Fees

(The fees include gravedigging)

Residents are classed as a person born in the Parish of Hodssock, or a resident in the Parish at time of death or having resided in the Parish for a period of 10+ years at some point during their life.

Full Burial plots are limited to **two** full body interments; however, up to **four** additional cremated remains can be added into a full burial plot.

Cremation Plots may also hold up to **four** ash interments per plot.

Fees	Langold Cemetery Residents	Langold Cemetery Non-Residents
Interment Fees for 18 and under	Free	Free
New Grave Rights Purchase Full Burial	£1,050	£2,100
New Grave Rights Purchase Cremated Remains	£630	£1,260
Interment Fee Full Burial Existing or New Grave	£840	£1,680
Change of Burial Rights	£44	£84
Ashes Interment <b>new</b> grave	£525	£1,050
Ashes Interment <b>Existing</b> Grave	£315	£630
New Memorial	£265	£525
Wooden Cross	£105	£210
Vase	£105	£210
Amend Inscriptions or Replacement Memorial	£105	£210
Additional Fee for Kerb Set	No Longer Allowed	No Longer Allowed

Every January, for implantation in Apr, a small rise of £5 or £10 per item will be discussed for approval, so it is not a big rise every time, and there is therefore an expected minimal annual rise.

### Example of Charges for Hodock Parish Residents aged over 18:

NEW full body interment, including burial rights purchase	£1,890
Full body internment into an existing plot	£840 (+ £42*)
NEW cremation plot including interment	£1,155
Cremation into an existing plot	£315 (+ £42*)

\*To transfer rights where the rights holder has died and it needs to be reissued to the next of kin