

## BOROUGH OF BLACKPOOL

### CEMETERY REGULATIONS

Made by the Blackpool Borough Council (hereinafter called 'the Corporation') in exercise of the powers and duties conferred upon them by the Local Government Act 1972, the Cremation Act 1902 and the Births and Deaths Registration Act 1926, and of all other powers and duties regarding the management, regulation and control of the Blackpool Cemetery at Talbot Road, the Carleton Cemetery at Carleton and the Blackpool Crematorium, provided by them within the Borough.

#### REGULATIONS AS TO CEMETERIES

1. The expression 'Superintendent' means the Superintendent of Cemeteries for the time being of the Corporation, or the person who shall be acting for him in his absence.
2. The expression 'Tombstone' includes Kerbs.
3. The expressions 'Grantee' and or 'Owner' means the person who has Exclusive Right of Burial in a grave, or the person or persons deriving title under him or her.
4. The Superintendent's office is situated at the entrance to the Carleton Cemetery, Stocks Road, Blackpool, and will be open from 8:30 am to 4:30 pm Monday to Friday inclusive, for the purpose of affording information, receiving applications for grave spaces, interments, Cremations and the sale of Memorials. The office will not be open on Saturdays, Sundays or Public Bank Holidays.
5. Unless the content otherwise requires the expression 'burial' includes the interment of cremated human remains and the expression 'cemetery' includes any place set aside for the interment of cremated human remains.
6. The Cemeteries will be open to the public from 8:00 am to 6:00 pm Monday to Friday and 9:00 am to 6:00 Saturday and Sunday during the Summer Months. During the winter the Cemeteries will be open between the hours of 8:00 am to 4:30 pm Monday to Friday and 9:00 am to 4:30 pm on Saturday and Sunday.
7. No person not being an officer or servant of the Authority or another person so authorised by or on behalf of the Authority shall enter or remain in a cemetery at any time when it is closed to the public. Any person who contravenes this regulation shall be liable on summary conviction to a fine not exceeding £20.00 and in the case of a continuing offence to a fine not exceeding £5.00 for each day during which the offence continues after conviction therefor.
8. Plans of the cemeteries showing the lay-out of the grave spaces and vaults therein are kept at the Superintendent's office and may be inspected free of charge.
9. All funerals at the cemeteries are under the control and direction of the Superintendent, and all hearses and carriages must be taken to the places directed. Carriages and hearses accompanying funerals will be admitted into the cemeteries as far as the chapel, the open space around the chapel, and to other such parts of the

cemetery as may be sanctioned by the Superintendent after application to him in any particular case. Other vehicles will not be admitted except by special consent of the Superintendent.

No bicycle or tricycle is permitted within the cemeteries.

10. No extraordinary funeral procession will be allowed to enter the Cemeteries except by the special permission of the Corporation on notice and application for the purpose, and the Corporation may by their Officers exclude from the Cemeteries any person or persons not being mourners or not having any duty or service in connection with such funeral or any other funeral taking place at the same time.

In every case in which a funeral is likely to be attended by bands, or at which a number of persons may be expected to assemble, the fact must be notified to the Superintendent at least ONE clear day before the funeral, so that such arrangements may be made as will protect the cemeteries from damage. The band must cease playing on arrival at the cemetery gates, and will not be allowed to play in the cemetery except by special consent of the Authority.

11. Persons not actually attendant upon a funeral or visiting a grave are not permitted to walk upon the grass, but shall confine themselves to the walks of the cemeteries and no unauthorised person shall touch or interfere with any flower, plant, tree or shrub or any monument or memorial of any nature whatsoever within the cemeteries. Children apparently under the age of 12 years will not be admitted into the cemeteries unless they are in the care of some responsible person.
12. No person shall sit, stand or climb upon any gravestone, headstone, tombstone, monument, palisading, gate, wall, fence or building belonging to the cemeteries.
13. The Superintendent may at any time exclude from the cemeteries any person who shall conduct himself in a noisy, disorderly, or unseemly manner or who shall be intoxicated or shall use improper language, or shall trespass upon or refuse to quit any portion of the grounds, or enclosures when called upon to do so. No person shall be permitted to enter or leave the grounds except by the proper entrance gates.
14. Visitors or persons attending funerals shall not interfere with the workmen at their duties, nor employ them to plant grave or execute any private work whatsoever within the cemeteries.
15. No dog will be allowed in the cemeteries.
16. With the consent of the Superintendent, but in his absolute discretion shrubs, plants or flowers may be planted by the owner over any grave in respect of which a Deed of Grant has been made. The Corporation reserve the right to prune, cut down or dig up and remove any of such shrubs, plants or flowers at any time when in their opinion the same have become unsightly or overgrown. Persons weeding or replanting graves must not leave upon the ground any rubbish removed therefrom, but must convey it to the bins provided for the purpose.

17. Metal or other flower holders of an ornamental character may be placed upon private graves, but jars, glass bottles or other unsightly articles will **not** be allowed, and the Superintendent shall be at liberty to remove from graves any movable article which shall be broken or have become unsightly, and any flowers which shall be withered or dead.
18. All private graves shall be kept tidy and free of weeds at the owner's expense.
19. The Authority forbids any gratuity being received by any of their servants. The receipt or demand of a gratuity fee or unauthorised charge by any officer or servant of the Authority will subject such offender to immediate dismissal.
20. All complaints as to incivility or inattention on the part of any member of the cemetery staff should be made at the Superintendent's office.
21. All monuments, headstones, tombstones or other memorial devices, and every enclosure, or other monumental work shall be subject to the approval of the Authority. Drawings of every monument, headstone, tombstone, or other memorial device and of every enclosure, or other monumental work showing the form and dimensions, accompanied by a specification on a form to be supplied by the Superintendent, of the materials to be used and any fees due to be paid for the work, and a copy of every intended inscription thereon, must be delivered to the Superintendent for approval by the Authority. All permit applications must be submitted at least ONE week before the permit is required and work to start. After approval a permit will be issued by the Superintendent, and no memorial or inscription shall be allowed to be erected or placed within the cemeteries until a permit is issued.
22. All private graves, with their monuments and gravestones, shall be kept in repair by their owners. Notice will be sent to the owner, or his or her representative, if known, in case of such repairs being required, and if not arranged for within three months after such notice, the Corporation at its discretion will cause the memorial to be repaired at the expense of the owner. The cost of the work shall be repaid to the Corporation and no grave or vault will be re-opened upon which such cost remains unpaid.

If any monument, gravestone or other memorial becomes unsafe, the Corporation may remove it at the owner's expense.

Anyone who erects a headstone without prior permission in the form of a permit shall be subject to a fine of £50.00. Unauthorised memorials shall be removed by the owner immediately on receipt of an instruction from the Superintendent. All such work will be at the owner's expense and at no cost to the Authority.

23. No burial will take place, no cremated human remains shall be scattered and no tombstone or other remains shall be placed in a cemetery without the Superintendent's permission.

Any person contravening this regulation shall be liable on conviction to a fine not exceeding £20.00 and in the case of a continuing offence to a fine not exceeding £5.00 for each day it continues.

24. No memorial shall be altered or interfered with after it has been erected in the cemeteries according to the design submitted to and approved by the Corporation, nor shall any additional inscription be cut thereon without the approval of the Superintendent. A copy of every such additional inscription, arranged exactly as intended to be executed, must be submitted to the superintendent, and the fees or charges paid and the official permit obtained at least ONE week before the work is commenced.

It is an offence to wilfully interfere with a tombstone or other memorial, or to cut additional inscriptions on a memorial without the Corporations authority. Any person doing so is liable on summary conviction to a fine not exceeding £20.00 and in the case of a continuing offence, to a fine not exceeding £5.00 for each day it continues.

25. All memorials of whatever description admitted into the cemeteries or permitted to be erected therein shall be so erected and remain at the sole risk of the owner thereof, and the Corporation shall not be held responsible for any damage or breakage, which may occur to the same.

26. No stone memorial of any kind that exceeds 4ft (1200 mm) in height will be allowed over any grave at Carleton Cemetery except for stone memorials in the form of a cross, in which case the height shall not exceed 5ft 6 inches (1650 mm). No wooden monuments of any kind, except in the form of a cross, will be allowed over any grave without the approval of the Superintendent and the payment of the prescribed fee, and must not exceed 2ft 6 inches (750 mm) in height by 1ft 6 inches (450 mm) in width.

27. No kerbs, stones or flat stones of any kind will be allowed to be placed on or around any grave space or vault, except in Jewish sections of the cemeteries.

28. All memorials, in sections which have been designated Lawn Sections, shall be placed on the foundation provided. The remainder of the grave space shall be turfed. No flowers, shrubs or any planted material shall be planted, nor any article placed on any grave space in these sections.

29. Every memorial shall have clearly indicated thereon by a line across the front or back thereof the depth to which it is proposed to place the memorial below the surface of the ground, and every such memorial shall, when erected, be placed below the surface of the ground up to such line, the measurements of each memorial shall be taken from such line upwards, such line to be clearly shown on the drawing submitted.

30. All memorials must be completely worked before they are admitted to the grounds, and no work of any kind thereon beyond that of fixing shall be allowed within the cemeteries except the cutting of an inscription which cannot be made prior to the erection of such memorial within the cemeteries, and the Corporation reserve the right to exclude any memorial not executed in a workmanlike manner or that would in any way disfigure the cemeteries.

31. All materials for monuments and memorials shall be conveyed into the Cemeteries by hand, or in such manner, as the Superintendent shall from time to time direct. Mats, planks, boards, canvas or other such materials as the Superintendent may require to preserve the grass or roads from injury in the conveyance or erection of such

monuments or memorials, shall be provided by the parties erecting such monuments or memorials. Any damage caused to surrounding surfaces or structure will be reinstated by the Contractor to the entire satisfaction of the Superintendent and at the contractor's own expense.

32. Masons employed in fixing memorials will be required to remove all spare soil or other material and to leave the ground to the satisfaction of the Superintendent. They will be held responsible for any damage done by them or their workmen either to the ground or to memorials. Masons must provide their own tools, planks, etc., required for fixing stones.

33. Memorials may only be erected upon graves or vaults in which the Exclusive Right of Burial has been purchased. The charge for interment in a public grave shall not include any right or privilege other than a Right of Burial in a grave selected by the Authority. No memorial of any kind will be allowed upon public graves, and nothing shall be placed upon such graves without the consent of the Authority. Coffins of wood only shall be used in public graves.

34. Every memorial shall have cut upon it the number of the grave or vault over which it is erected.

The work of fixing must cease each day with the ordinary working hours of the cemeteries and no work will be allowed on Saturday or Sunday, and Public Bank Holidays, except by special permission of the Cemetery Superintendent.

Work of every description must be carried on continuously and completed with due dispatch.

35. Erections not covered by or included in the foregoing regulations shall be subject to special agreement.

36. No mason or other person shall, within the cemeteries be permitted by himself, or any agent, to solicit orders, exhibit designs, distribute business cards, ask of or attempt to obtain from any employee, either directly or indirectly, information as to grave owners.

37. The permit or receipt authorising work to be done in the Cemetery shall be produced to the Superintendent whenever demanded during the progress of any such work. The person carrying out the work shall have the proper permit available for inspection by the superintendent at all times.

38. The Authority may prohibit any person offending against the foregoing regulations from entering or working in the cemeteries for such periods as it thinks fit.

39. No person shall :-

- (a) wilfully create any disturbance in a cemetery
- (b) commit any nuisance in a cemetery
- (c) wilfully interfere with any burial taking place in a cemetery
- (d) wilfully interfere with any grave, walled grave or vault, any tombstone or other memorial or any flowers or plants on any such matter

(e) play any game of sport in a cemetery.

Any person contravening this article shall be liable on summary conviction to a fine not exceeding £20.00 and in the case of a continuing offence to a fine not exceeding £5.00 for each day during which the offence continues after a conviction therefor.

40. All notices of interment and applications for grave spaces and vaults and the erection and placing of memorials and inscriptions shall be given or made in writing at the office of the Superintendent during the hours aforesaid and shall be accompanied by payment of all fees and charges in respect thereof.

41. All notices of interment shall be given on the printed forms supplied by the Superintendent.

When it is desired that the interment be in a common or public grave, the notice shall be accompanied by a form of consent signed by a near relative of the deceased or a person acting on behalf of the relatives of the deceased, authorising the interment in a public or common grave.

When it is desired to purchase the Exclusive Right of Burial in a grave, the full name and address of the person to be registered as owner thereof shall be supplied. A Deed of Grant will be executed by the Authority.

42. Not less than 48 hours notice, excluding Saturdays and Sundays and Public Bank Holidays, must be given for any interment. In the case of a brick grave or vault, 4 days notice is required.

43. Orders accompanied by remittances will be accepted if sent by post, but the Authority will not accept any responsibility for any loss or delay which may occur if orders do not reach the Superintendents Office in time.

Any order or instruction given by Telephone will be received at the sole risk of the person giving such order or instruction unless immediately confirmed in writing in the manner provided by these regulations.

44. The Certificate of the Registrar of Deaths of the registry of death, or in cases where a Coroners Inquest is to be or has been held, the Coroners Order for Burial must be produced to the Superintendent at the cemetery as required by section 1 of the Births and Deaths Registration Act 1926. For the burial of the body of a still-born child the Certificate of the Registrar of Births and Deaths, or an Order of the Coroner as required by Section 5 of the Births and Deaths Registration Act 1926 must be produced.

45. No body will be accepted for interment unless enclosed in a coffin of traditional design. Details of any special type of coffin or container proposed must be referred to and approved by the Superintendent at the time when initial reservation of services is made.

46. No interment will be allowed in any private grave or vault without the production of the receipt for the fee for, or the grant of, the right of burial therein, which receipt or grant shall be produced when the notice of interment is given, together with such other evidence as the Superintendent may require to show that the person giving the notice of

interment is the owner of the grave or vault, or acting with the authority of such owner, In the event of a grant of right of burial being lost or destroyed the appropriate Officer of the Corporation will issue a certified copy thereof on proof of the applicant's title to the grant and payment of the appropriate fee.

47. An owner shall not transfer a right of burial referred to above, to any person other than a relation without the consent of the Authority, except where that transfer is made by will.

Necessary enforcement on the Deed of Grant will be made after the completion of a transfer on production of the Deed of Grant and appropriate evidence of Right to Title by the new owner to the Superintendent.

48. Persons making interments in the cemeteries may appoint their own minister or clergyman, but notice of the appointment must be given to the Superintendent when the application for interment is made.

49. The following are the times fixed for general services in the cemeteries :-

Mondays to Fridays inclusive for ALL Denominations.

9.00 am to 3.00 pm

In special circumstances services may be arranged outside of these hours with the consent of the Superintendent.

Interments are not allowed on Saturdays, Sundays and Public Bank Holidays.

An extra fee will be charged to the person having the conduct of any funeral, which arrives after the appointed time.

50. If any alteration be made in the day or hour previously fixed for an interment to take place, notice thereof shall be given to the Superintendent not later than 9.00 am on the day of the interment.

51. The body of any person dying of an infectious disease will not be allowed in the chapel, but must be taken straight to the grave

52. The Superintendent will choose the site of all graves

53. No grave shall be dug or excavated except by persons appointed by the Corporation. All grave spaces are 9ft x 4ft (2,700 mm x 1,200 mm) and the first interment in a grave will be at a depth of 7ft (2,100 mm).

54. No burials (including those of cremated Human remains) will be allowed within the chapel and no encroachment will be allowed for burial purposes on any ground allotted to paths or buildings or in the walks, shrubberies or gardens within the cemeteries.

55. A Register of Burial is kept by the Superintendent at his office where searches may be made during office hours and certified extracts obtained on payment of the prescribed fees.
56. All brick or stone work in vaults or graves, as well as foundations for, and removals and refixing of memorials, shall be executed by the Corporation at the expense of the owner.
57. Walled graves or vaults at the time of the first interment shall be constructed to within one foot (300 mm) from the level of the ground, with walls of not less than 9 inches (225 mm) in thickness.

All walled graves or vaults shall be opened from the top unless the owner thereof shall have been granted the right to construct an entrance thereto.

Within 24 hours of any burial in a walled grave or vault the coffin shall be embedded in concrete and covered with a layer of concrete not less than 6 inches (150 mm) thick, or enclosed in a separate cell or compartment of slate, stone flagging or precast concrete slabs of 1=2=4 mix, in any case not less than 2 inches (50 mm) thick, in such a manner as to prevent, so far as may be practicable, the escape of any noxious gas from the interiors of the cell or compartment.

58. No Bath, Caen, Marble or other soft stone will be allowed in the construction of any memorial erected at Carleton Cemetery. No synthetic stone will be allowed in the cemeteries.
59. Where two members of the same family, forming part of the same household, are buried at the same time, in the same grave, the fee to be paid to the officiating minister shall be the same as in the case of a single interment.
60. The Corporation reserves the right to make alterations in the foregoing regulations consistent with the afore-mentioned Acts.