

[Home](#) > [Residents](#) > [Life events](#) > [Cemeteries and crematorium](#) > [Arranging a cremation](#)

# Arranging a cremation

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Many families know little or nothing about arranging a cremation, having been touched by a death for the first time, they are not clear on the procedure to follow. It is hoped the following information will help to widen the choice for bereaved families.

There are several arrangements that need to be made and there are statutory forms and non-statutory forms to be completed. The responsibility for these arrangements usually falls to the executor of the deceased person or a near relative who has reached the age of 16. Here "near relative" means:

- Widow
- Widower
- Surviving Civil Partner
- Child of the deceased
- Any other relative usually residing with the deceased person or a parent of a still born child

You may wish to instruct a professional funeral director to carry out these arrangements for you.

The funeral director will discuss the practical arrangements for collection of the body with the family and obtain the necessary medical certificates.

The death will need to be registered with the Registrar of Births, Deaths and Marriages. Information will be provided by the funeral director to assist in completing this duty.

If you prefer, a cremation can be arranged without the services of a funeral director. The Institute of Cemetery and Cremation Management (ICCM) Charter for the Bereaved will provide [advice for anyone arranging a funeral without a funeral director](#).

## Statutory forms

The following statutory forms are legally required in order for the cremation to take place:

**Cremation 1** - This form is completed by the person arranging the funeral and will provide information of the deceased's address and the applicant for cremation. It also confirms the arrangements for the collection of cremated remains

**Cremation 4** - This form is completed by the medical professional attending the deceased and will provide information as to the cause, date, time and place of death

**Cremation 6** - This form is completed by H.M. Coroner and when used this replaces the cremation 4 forms. This is usually issued when the death is unexpected or unexplained

**Certificate of Registration** (The Green) - This form is issued by the Registrar of Births, Deaths and Marriages and confirms that the death has been registered. This form is not required if H.M. Coroner has issued a Cremation 6 form

## Non-statutory forms

**Cremation Information Form** - This form provides information about the service, as well as other important information. This is signed by the funeral director and the applicant for cremation or burial.

## The cremation service

## Service times

Monday to Saturday

- 30 minute services are: 8.30am, 9.00am, 9.30am, 10.00am, 3.30pm and 4.00pm
- 45 minute services are: 11.00am, 11.45am, 12.30pm, 1.15pm, 2.00pm and 2.45pm
- Saturday 45 minute services are: 10.00am, 10.45am and 11.30am.

[Prices for each service type are outlined on our price list page.](#)

Please note, these service times may vary dependant on demand. Your funeral director will advise you of the current arrangements.

## Music, live streaming and tributes

We recognise that music is a very important part of the funeral service.

We use the Wesley Media system for our music. Any commercially recorded piece of music can be played on the system.

Wesley Media can also edit any recorded piece of music, for example if you would like the chorus only playing this can be arranged.

Music can be played on entry to the chapel, during the service for a time of reflection and on leaving the chapel.

As well as music you can arrange live steaming of the service and tributes can be played throughout.

Your funeral director will organise your music and other service choices prior to the service.

## Service arrangements

The deceased's family can make any service arrangements they feel appropriate and there are a number of choices available.

A full religious or non religious service can be conducted at the crematorium in the time allocated. Alternatively, a service may take place at a separate place of worship followed by a brief committal service at the crematorium.

Families can arrange for their own officiant to take the service or they can ask the funeral director to instruct a suitable officiant on their behalf.

## The service

The mourners will gather close to the entrance or in the waiting area a few minutes prior to the appointed time of the funeral service.

When the principle mourners are ready to proceed, the coffin will be conveyed into the chapel by the bearers. The coffin will be placed on the catafalque at the top of the chapel and mourners will be directed to their seats, after which the service will proceed.

At the moment during the service when the committal of the body takes place the coffin may be obscured from view by the curtains closing. The curtains can remain open if this is preferred.

At the end of the service the mourners leave the chapel and may view the floral tributes displayed in the Flower Shelter opposite the exit to the chapel.

## After the service

Carleton Crematorium is a member of the Federation of British Cremation Authorities and is required to operate the service strictly in accordance with the Code of Conduct of Cremation Practice. This code provides the only ethical standard of cremation practice in Great Britain, a copy is available on the [Federation of British Cremation Authorities](#) website.

The coffin is withdrawn into the receiving room where the name plate and identity card is carefully checked by the crematorium staff to ensure the correct identity. An identity card will accompany the coffin and resultant remains until their final dispersal or removal from the crematorium.

The cremation usually commences shortly after the service. A cremator can physically only accept one coffin at a time, the only exception to this would be with special permission for a mother and baby or twin children to be cremated together.

All remains are removed from the cremator before it can be used again. Cremated remains are only removed from the cremator when the cremation is complete.

The remains are withdrawn to a cooling area and finally into a special container where the process of removing ferrous metals will take place.

The residue is reduced to a fine consistency suitable for storage and eventual dispersal. The remains are enclosed in a suitable and accurately identified container to await dispersal or collection.

## Recycling of metals

Following the cremation of a deceased person, the ashes are likely to contain metals such as items used in the construction of the coffin and orthopaedic implants such as hip and knee replacement joints. In the past, these metals were removed from the ashes and buried within the grounds of the crematorium, as the bereaved had very rarely expressed any desire for them to be returned to them.

Metals can be returned to you if you wish. This request must be made prior to the cremation taking place.

All metals recovered are collected and taken for recycling within the UK. All proceeds will go towards local charities and bereavement related projects.

Our previous recipients have included Trinity Hospice, SANDS, Doherty's Destiny, Hug in a Bag, Brian House, The Miscarriage Association, North West Blood Bikers, Cruse Bereavement Care, The Blue Skies Trust, North West Air Ambulance Charity, Blackpool Carers Centre, Blackpool RNLI and Counselling in the Community. Each charity has received funds ranging between £2000 and £17,000.

If you are a registered charity, that fully meets the criteria set out above and would like to be considered to be nominated for the donation, please email: [crematorium@blackpool.gov.uk](mailto:crematorium@blackpool.gov.uk) with your request.

## Collection of cremated remains

Cremated remains will usually be ready for collection from the next working day following the cremation.

The applicant for cremation, a person nominated by the applicant for cremation, or a nominated funeral director can collect the cremated remains.

Photographic identification and proof of address will be required at the time of collection to confirm that the cremated remains are being released to the correct person.

A certificate of cremation will be released with the cremated remains. This is a document which confirms the name of the deceased, the date of the cremation and where the cremation took place. This certificate must remain with the cremated remains at all times until the final dispersal.

## Disposal of cremated remains

The law on the dispersal of cremated remains is fairly relaxed in the UK. If you decide to dispose of the cremated remains by scattering them in a place significant to the deceased or family, it is important to get permission from the land owner, trust of parks and reserves or from local councils for parks, beaches and playing fields. Permission must be sought as scattering of cremated remains can contravene the provision of Protection of the Environment Operations Act 1997 in terms of water and air pollution.

The decision about disposal of cremated remains will need to be discussed with the relatives, or person arranging the cremation at the time of arranging the service. If you are undecided and wish to wait to make a decision, this can be recorded on Cremation form 1.

The Memorial Rose Garden and Woodland Area North within Carleton Cemetery and Crematorium have areas for the disposal of cremated remains. These areas are arranged to provide a focal point for visitors and include a variety of memorial options.

As well as these areas, we have other memorials available throughout the cemetery such as memorial trees, memorial benches and sanctums, where cremated remains can be interred. You can find more information about these on our [memorials page](#).

If you require any further information, please contact the bereavement service on 01253 882541 or email [crematorium@blackpool.gov.uk](mailto:crematorium@blackpool.gov.uk)

## Experiencing grief or bereavement

The loss of a friend or loved one can be an extremely difficult and challenging time and we want you to know that you're not alone and we will try our best to guide you in the right direction. We offer our heartfelt condolences to anyone who has suffered a bereavement under any circumstance.

There is a range of support available, including through the NHS, [Cruse Bereavement Care](#), and [the Good Grief Trust](#) which provides signposting and services across the UK.

If you are supporting a bereaved child or young person, the [Childhood Bereavement Network](#) has information and links to national and local organisations.

If you or anyone you know is feeling low or at risk of suicide, please visit [suicide help and advice](#)

[↑ Back to top](#)

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