Broughton Parish Council

Cemetery Regulations and Schedule of Fees

Revised November 2024, Effective from **5/11/2024**

Broughton cemetery in School Road, Broughton is owned, managed and maintained by the Parish Council. The Burials Officer is the Parish Clerk (contact email address: clerk@broughtoncambspc.org.uk). Fees do not include any services for funeral arrangements, grave digging or religious ceremonies. The Parish Council reserves the right to refuse approval for interment in special circumstances.

Cemetery Regulations

Interments: Only residents, or previous residents of the Parish, including the spouse or partner of the deceased, may be interred in the Parish Cemetery. Non-residents of Broughton village may not be buried in the cemetery, however, the Council may use discretion if the person had a strong connection to the village. In all such cases the fees shall be doubled. The final decision in these matters rests with the Parish Council.

The following persons are regarded as being residents:

- Persons who were permanently living within the Parish of Broughton at the time of death
- Persons who were permanently resident less than twelve months before their decease
- Persons receiving long term care in residential homes, hospitals or similar who were, prior to entering such an institution, permanent residents of the Parish
- Children, up to the age of 18, of persons permanently resident in the Parish

Lawn cemetery: the cemetery is a lawn cemetery and as such no planting on or next to graves or headstones is permitted. The grass must be kept clear for mowing to assist with this. No surrounds are permitted. Upkeep of the turf, hedges, fences, walls, gates and paths is the responsibility of the Parish Council.

The cemetery is a County Wildlife Site and areas of the cemetery may be left unmown for periods of 2-3 months to allow wildflowers to seed. Temporary paths will be cut through these areas to allow access to graves.

Memorials: no lights, wind chimes, flags or other ornaments may be placed on graves. If such items are placed on or around grave spaces, they may be removed and disposed of with no notice. Flowers, natural and artificial, are permitted, but the Parish Council reserves the right to remove them without notice when they decay or become dilapidated.

Vehicles & bicycles: private vehicles are prohibited from the cemetery, as are bicycles, skateboards, rollerblades / skates and scooters (excluding mobility scooters).

Dogs: dogs are permitted in the cemetery and must be kept on leads at all times. Anyone bringing a dog into the cemetery will be liable for prosecution if they allow the dog to foul in the cemetery and not clear it away.

Children: all children must be accompanied by an adult.

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Rubbish: all rubbish must be taken from the cemetery.

Fees: the fees for the cemetery are included in this document and can be obtained from the Parish Clerk.

Approvals: all stones, headstones, plaques and other memorials must be approved by the Parish Council in advance of installation. Please send a description, including a drawing or photo of the memorial, proposed inscription and dimensions to the Parish Clerk.

All stones, headstones, plaques and other memorials must be professionally made and installed.

Headstones: must be of a reasonable size and in keeping with the cemetery. Headstones must be fixed with a NAMM ground anchor system complete with concrete foundation.

A headstone or other memorial may only be erected on a plot for which an Exclusive Right of Burial has been granted.

Responsibility for the maintenance of headstones rests with the family of the deceased. Work including straightening of headstones must be pre-approved by the Parish Council. Such work must be carried out by a contractor with relevant expertise and sufficient public liability insurance.

Cremation plot plaques/stones: cremation plots can only have a flat stone on the plot, or a plaque on the adjacent wall.

Burial plots: all burial plots are for a single burial only, unless permission for a double deep plot has been received in advance from the Parish Council, when the Exclusive Right of Burial fee charged will be the single fee +50%. However, more than one burial per earthen grave is permitted for cremated remains, up to a maximum of six family members.

All exclusive rights of burial are granted for a period of 75 years. Renewal of this right will be charged as listed below.

Addendum (approved November 2025)

Note: There is no fee charged for a replacement headstone and landing.

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Schedule of Cemetery Fees for Residents

Interments

For a stillborn child, or child under 1 year old	£NIL
For a child aged between 1 and 18 years	£80
For a person whose age exceeded 18 years	£200
For the interment of cremated remains	£150

Exclusive rights of burial

In an earthen grave 6 x 2 feet (single)	£200
In an earthen grave 6 x 2 feet (double-depth)	£300
In a cremation plot 2 x 2 feet	£125

Gravestones, tablets & monumental inscriptions (cost includes first inscription only)

Flat stone or wall mounted tablets (12” x 15” max)	£50
Headstones & landing	£125
Subsequent inscriptions	£50

Other costs

Transfers of the exclusive rights of burial	£50
Renewal of exclusive rights of burial	£50
Search fees (to provide information on past burials)	£30

Ashes are not permitted to be scattered within the cemetery.

Only residents of Broughton may be buried in the cemetery, however, the Council may use discretion if the person has a strong connection to the village. In all such cases the fees shall be doubled. The final decision in these matters rests with the Parish Council.

Next review due: November 2026