

WARNING

The Original sealed and confirmed copy of the Regulations for Snell Hatch Lawn Cemetery were searched for on 1 December 1998. No Deed packet was found and no index card exists. The absence of both indicates that the Regulations may not have been properly indexed and stored.

**THESE SHOULD THEREFORE BE USED WITH
EXTREME CAUTION**

CRAWLEY
URBAN DISTRICT COUNCIL



Snell Hatch
Lawn Cemetery

Regulations and
Table of Fees.

URBAN DISTRICT COUNCIL OF CRAWLEY

SNELL HATCH LAWN CEMETERY

GOFFS LANE, WEST GREEN, CRAWLEY

REGULATIONS

Interpretation

1. Throughout these rules and regulations:-

"The Council" means the Urban District Council of Crawley.

"The Registrar" means the Chief Executive and Clerk of the Council for the time being.

"The Superintendent" means the Chief Parks Officer for the time being of the Council.

"Cemetery Office" means the offices of the Council at the Town Hall, The Boulevard, Crawley, Sussex.

"Purchased Grave" means the grave space in which the exclusive right of burial therein has been granted by the Council.

"Inhabitant" means a person who at the time in question is a resident of the Urban District of Crawley.

Interment

2. The Registrar will allocate graves to be used for immediate interment.
3. No grave may be purchased which is not required for immediate interment.
4. Subject to regulation 2 above the exclusive right of burial in an allocated grave will be sold by the Council at the charges set out in the table of fees, copy of which is annexed hereto.
5. Not more than two interments will be permitted in any grave.
6. No grant to the exclusive right of burial in any grave will be issued to or in the name of any firm of undertakers or any partner in the firm of undertakers unless the Registrar is satisfied that the grave is being purchased by the applicant as a private individual for immediate use.

7. The Council will allocate common (unpurchased) graves for the interment of not more than two bodies in each such grave. No trees, shrubs or memorials shall be permitted on such common grave.

8. Notice of every interment shall be given to the Registrar at the cemetery office during normal office hours and except in special circumstances not less than 72 hours notice shall be given of any interment provided that in reckoning this period of time Sunday, Good Friday, Christmas Day and other public holidays shall be disregarded. This rule shall not apply to interments required by Medical Certificate, Coroner's Warrant or other emergency to take place immediately.

9. The appropriate certificate of the Registrar of Births, Deaths and Marriages for a disposal or the Coroner's Order where an inquest has been held, shall be produced and delivered to the Superintendent at the cemetery before any interment may take place.

10. All interments shall take place between the hours of 11.00 a.m. and 3.00 p.m. (Monday to Friday) and between 9.30 a.m. and 11.30 p.m. (Saturdays) unless special consent in writing is obtained from the Registrar. No burials shall take place on Sundays, Christmas Day, Good Friday or any public holiday without the special consent of the Registrar.

11. Interments shall take place at the times specified in the notice of interment given to and approved by the Council. The times so specified are the times of arrival at the gates of the cemetery. If any funeral is more than fifteen minutes late in arriving at the cemetery, the additional charges specified in the table of fees shall be paid to the Superintendent on arrival at the cemetery by the person having responsibility for the conduct of the funeral.

12. All graves for interment shall be excavated by the servants of the Council at the cost of the applicant as specified in the table of fees.

13. Before a second interment in any purchased grave, the written consent of the owner of the exclusive right of burial or his or her personal representative shall be obtained and handed over to the Registrar and the Deed of Grant of exclusive right of burial shall be produced at the cemetery office. If the Deed of Grant has been lost or mislaid or for any other reason cannot be produced, the person authorising the interment and opening of the grave shall give to the Registrar a full and complete indemnity in respect of such interment and/or opening. The form of any such indemnity shall

14. Where it is desired that an interment shall take place in a common (unpurchased) grave the notice of interment shall be accompanied by a form of consent signed by a near relative of the deceased or some person on behalf of the relative authorising such interment in a public or common grave.

15. Coffins of wood or other suitable perishable material only shall be used for any interment in grave spaces wherein the exclusive right of burial has not been purchased.

16. Not more than one body will be allowed in any one coffin except that the body of a child not over the age of 12 months may be interred with that of its mother in one coffin when no fee shall be payable in respect of the interment of the child.

Scattering of Ashes

17. The scattering of the ashes of a deceased person will be permitted within a certain area of the cemetery. Persons wishing to make arrangements for the scattering of ashes shall first give notice to the Registrar and pay the appropriate fee. Formal consent from the Registrar shall be presented to the Superintendent at the cemetery before the ashes are scattered.

Maintenance, Turfing and Planting

18. As soon as practicable after the interment of a body the Council will sow grass seed or lay turf over the whole area of the grave with the exception of an area 4' x 2' at the head of the grave (hereinafter called "the earth Plot").

19. The area of the grave to be grassed over as aforesaid will be made up to the level of the surrounding ground and no mounds, kerbs, vases, memorials or other structures of any kind will be permitted on the grassed area which will be cut and maintained by and at the expense of the Council.

20. Flowers and shrubs may be planted in the earth plot on purchased graves by the owners or the Council subject to size limitation of the plot. The Council reserve the right to prune, cut back or remove any shrub, tree or plant which may overhang or interfere with any adjoining grave space or the grassed areas.

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Memorials

21. Memorial stones may be erected on the earth plots at the head of a purchased grave subject to obtaining the prior consent in writing of the Registrar and to regulations 22 to 38 next following but no memorial stones or vases may be erected or placed on the grassed areas. No memorial may be erected on graves within six months of any interment in such graves.

22. Memorial stones may take the form of one of the following forms:-

(i) Adult's Section

- (a) A headstone which shall not exceed 2'6" in height, 1'6" in width and be not less than 2" nor more than 4" in thickness, or
- (b) an open book, carved figure or cross, scroll or other similar type of memorial approved by the Council, the dimensions of any such memorial not to exceed 2'6" in height, 2' in width and 1'3" in depth and if so desired, in addition to either of the foregoing alternatives
- (c) a vase, urn or other similar flower container not exceeding 10" in diameter and 8" in height.

(ii) Children's Section

- (a) A headstone which shall not exceed 18" in height, 14" in width and be not less than 2" nor more than 4" in thickness, and/or
- (b) a vase, urn or other similar flower container not exceeding 4" in diameter and 6" in height.

Provided that the aggregate area of stones, memorials or vases shall be such as to leave a margin within the earth plot of 4" in width between the stones, memorials or vases and the grassed area of and surrounding the grave.

23. Applications for consent to erect any memorial shall comprise a drawing and section and copies of each intended inscription or additional inscription, signed by the owner of the grave space or other person duly authorised on his behalf and shall be submitted to the Registrar for the approval of the Council before any work is undertaken on the grave space. The application shall be accompanied by the appropriate fee as specified in the table of fees annexed hereto.

36. Any monument taken down or removed for the re-opening of a grave shall be removed by and at the expense of the person desiring such removal, to an area provided at the cemetery set aside for this purpose. All monuments removed to facilitate a burial shall be reinstated or re-erected on the proper grave by and at the expense of the person who removed the same as soon as practicable after the burial and in any event shall be reinstated or re-erected within seven days of the receipt of a notice to that effect under the hand of the Superintendent.

37. No monument or material shall be brought into the cemetery unless required for immediate use.

38. No monument of whatever description will be admitted into the cemetery or permitted to be erected or stored pursuant to these regulations except at the owner's sole risk and the Council shall not be held responsible for any damage or breakage which may occur to the same.

General

39. If any damage shall be caused to the walks, grounds, trees or shrubs or monuments by the bringing in of any materials or in the making or construction of any grave or memorial or otherwise the person or persons causing such damage shall make good the damage at his, her or their own expense. Such person or persons shall also pay the cost incurred by the Council in removing or re-erecting any memorial in order to prevent, repair or make good such damage.

40. No employee of the Council is permitted either to take any gratuity or undertake private work of any kind in connection with the cemetery whether in his own time or during the Council's time.

41. No person shall, within the cemetery "tout" for or solicit orders, exhibit designs, distribute business cards, ask of, or attempt to obtain from any employee, either directly or indirectly, information as to owners of graves, etc. No person shall take measurements of, photograph or copy any memorial unless the written permission of the owner thereof be first produced to the Superintendent.

42. No advertisement of any description may be displayed in the cemetery.

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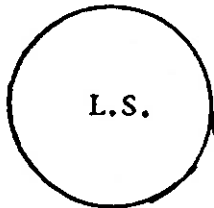
43. Any person tending a grave as or on behalf of the owner thereof shall remove from the grave all tools, materials, spare soil etc., immediately upon completion of the work and the grave shall be left in a neat and tidy condition to the satisfaction of the Superintendent. No tools, materials, etc., shall be deposited or stored in any part of the cemetery.
44. The cemetery shall be open to the public during such hours as the Council from time to time specify by notice erected at the cemetery and no person shall enter or remain in the cemetery outside such prescribed hours.
45. No burial shall be allowed in any chapel which the Council may erect in the cemetery. The corpse of a person who shall have died from any notifiable infectious disease or any offensive corpse shall not be taken into any such chapel in the cemetery.
46. Perambulators shall not be taken into the cemetery unless in the charge of an adult and shall in any event not be taken onto the grass.
47. No person shall cycle within the cemetery.
48. Children under 12 years of age shall be accompanied in the cemetery by a responsible person.
49. No dogs will be allowed in the cemetery nor may they be tethered to the railings of the cemetery.
50. Smoking is prohibited in the cemetery.
51. No band shall play nor shall other music be played in the cemetery except with the consent of the Registrar.
52. The Council reserve the right to exclude from the cemetery at any time all or any persons not being members of the family or relatives of a deceased person whose funeral is taking place therein nor having any duty or service in connection with such funeral.
53. All visitors to the cemetery shall keep to the roads and footpaths within the cemetery and shall not touch the flowers or shrubs and shall at all times behave in a quiet and orderly manner and shall comply with the reasonable requirements of the Superintendent.

54. In addition to any other penalty or proceedings to which he may be liable, any person offending against these rules and regulations will thenceforth be prohibited from entering the cemetery until such time as the Council think fit.

55. The Council reserve the right from time to time to make any alterations or additions to the foregoing regulations.

THE COMMON SEAL of the CRAWLEY URBAN DISTRICT COUNCIL
was hereunto affixed this Second day of August
One thousand nine hundred and sixty-eight pursuant to a
resolution of the Council passed on the twenty-third day of
April, 1968.

Chairman of the Council.



Chief Executive and
Clerk of the Council.

For

TABLE OF FEES

FEES, PAYMENTS AND SUMS FIXED AND SETTLED UNDER SECTION 34 OF THE BURIAL ACT, 1852.

and approved by the Minister of Housing and Local Government

The fees, payments and sums set out below apply where the person to be interred or in respect of whom the right is granted is, or immediately before his death was, an inhabitant or parishioner of the Crawley Urban District (subject to the provisions of Article 35 of the County of West Sussex (Crawley Urban District) Confirmation Order, 1956) or, in the case of a still-born child, where one of the parents is, or at the time of interment was, such an inhabitant or parishioner. Where the person to be interred or in respect of whom the right is granted is not, or immediately before his death was not, such an inhabitant or parishioner, the fees, payments and sums will be doubled with the exception of the interment of a still-born child, where the fees, payments and sums will remain at the standard charge.

Part 1 . INTERMENTS

The fees indicated for this part:-

- (a) include the digging of the grave and for turfing the grave after interment;
- (b) apply only where the interment is made between the hours of 11.00 a. m. and 3.00 p. m. Monday to Friday inclusive, and 9.30 a. m. to 11.30 a. m. on Saturdays or on the certificate of a coroner or registered medical practitioner that immediate interment is necessary. In any other case an additional £2 is payable;
- (c) apply provided that the interment is made within 15 minutes of the time arranged with the Chief Parks Officer. If not so made an additional £2 is payable.

For the interment in any grave:-

- (i) of the body of a still-born child, or of a child whose age at the time of death did not exceed 12 months. £1. 5. 0d.

- (ii) of the body of a child whose age at the time of death exceeded 12 months but did not exceed 15 years. £4. 0. 0d.
- (iii) of the body of a person whose age at the time of death exceeded 15 years £8. 0. 0d.

Part 2 - EXCLUSIVE RIGHTS OF BURIAL IN EARTHEN GRAVES

- For the exclusive right of burial in perpetuity:- In the divisions of the ground coloured on the plan:-
- | | | |
|--------------------------------------|--------------|---------------|
| | <u>Green</u> | <u>Yellow</u> |
| (i) In an earthen grave 8ft. x 4ft. | £6. 0. 0d. | |
| (ii) In an earthen grave 5ft. x 3ft. | | £3. 0. 0d. |

The fees indicated in Part 2 include the Deed of Grant and all expenses thereof.

Part 3 - MEMORIAL STONES AND MONUMENTAL INSCRIPTIONS

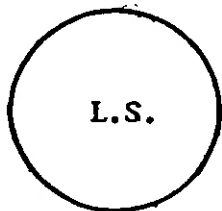
- For the right to erect a memorial stone in respect of which the exclusive right of burial has been granted:- £3. 3. 0d.

The fee indicated in this Part includes the first inscription. For each inscription after the first a fee of £1 is payable.

The plan referred to in this list is the plan of the ground sealed by the Urban District Council of Crawley on the Twenty-fourth day of January 1968 and deposited at the offices of the Council at Crawley.

The Common Seal of the Crawley Urban District Council was hereunto affixed this twenty-fourth day of January One thousand nine hundred and sixty-eight pursuant to a resolution of the Council passed on the twenty-third day of January, 1968.

Signed L.W. Betts
Chairman of the Council.



Signed R.W.J. Tridgell
Clerk of the Council and
Chief Executive Officer.

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The foregoing List of Fees, Payments and Sums is hereby approved by the Minister of Housing and Local Government this 21st Day of February, 1968.

Signed F.S.O. Broughton,
Assistant Secretary,
Ministry of Housing and Local
Government.

GARDEN OF REMEMBRANCE

Scattering of ashes	£2. 0. 0d.
Inscription on Book of Remembrance	£2. 0. 0d.

FEEs FOR SEARCHES OF REGISTER BOOKS AND FOR COPIES AND EXTRACTS TO BE TAKEN THEREFROM, FIXED BY SECTION 8 OF THE BURIAL ACT, 1853

	£.	s.	d.
(i) Every search covering a period of not more than one year.		1.	6.
(ii) Every search covering a period of more than one year:-			
(a) for the first year		1.	6.
(b) for every additional year			9.
(iii) Every certified copy of an entry of burial in the register books		3.	9.

OTHER FEES

Scattering on grave, or interment of ashes	2.	0.	0.
Minister's fee at each interment	1.	1.	0.

£4. 0. 0d.

£8. 0. 0d.

GRAVES

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