

Full Burial
Rules and Regulations
March 2022

Haxby and Wigginton Cemetery
Moor Lane, Haxby, York YO32 2QN

**Haxby and Wigginton Cemetery Committee is the Burial
Authority for the Parishes of Haxby and Wigginton.**

1. Grave Spaces:

- An **Exclusive Right of Burial Certificate** will be given when a grave plot is purchased /reserved from the Burial Authority. This right, which lasts for 99 years, allows the burial to take place within the specified site.
- The grave spaces in the Cemetery can be reserved or purchased by **current residents** of Haxby and Wigginton. Proof of residency may be requested. **The purchase price for a grave space for the year 2022/23 is £440.00.**
- Non-residents intending to reserve or buy grave space will need to apply and get the Cemetery Committees' approval. More details can be obtained at the Town Council Office.
- Non-residents who have previously reserved a grave will still be eligible but will be subject to double interment fee.
- Graves no longer required by parishioners may be sold back to the Cemetery Committee for the original purchase price less a **£25 administration charge.**
- In all cases where a grave has been purchased or where the Cemetery Committee grants permission for interment of a non-parishioner, **double** fees will be charged. The receipt for payments and the Registrar's Certificate of Burial must be produced on the day of the funeral at the Cemetery.
- Graves reserved by parishioners may not be transferred to any other person without the consent of the Cemetery Committee.
- The selection of the gravesite, in all cases, is subject to the discretion of the Town Council.

2. Full Burial Interment:

2.1 Application by Funeral Directors –

Notice of interment is to be given to the Clerk of Haxby Town Council (01904 750378) between the hours of 09:30 and 12:00, Monday to Friday, at least a weeks notice (exclusive of weekends) previous to any interment, except in special cases.

- No application can be received at Weekends or Bank Holidays, except in an emergency.

- Application for interment can be **downloaded from the webpage**. Application form is a word document and can be filled and emailed to office@haxbytowncouncil.gov.uk for processing.
- The Funeral Directors will be responsible for all charges due to the Cemetery Committee and payment modes will be informed in the invoice sent to them.
- **The charges for a Full Burial interment for the year 2022/23 are £285.00**
- These charges do not include the gravedigger charges and those are to be paid separately by the family.
- All appropriate certificates relating to the death to be received by the Town Clerk prior to the interment or on the day of the interment.
- In all graves wooden coffins must be used and none of any other kind without special permission of the Council. 'The Exercise of Rights' (that is the procedure and requirements regarding burial) shall comply with Part 1 of Schedule 2 of the Local Authorities' Cemeteries Order, 1977.

2.2 Application by Family

- Application for interment can be **downloaded from the webpage**. Application form is a word document and can be filled and emailed to office@haxbytowncouncil.gov.uk for processing.
- Application of interment is to be given to the Clerk of Haxby Town Council (01904 750378) between the hours of 09:30 and 12:00, Monday to Friday with, at least a weeks' notice (exclusive of weekends), except in special cases.
- No application can be received at Weekends or Bank Holidays, except in an emergency.
- The Family will be responsible for all charges due to the Cemetery Committee and payment modes will be informed in the invoice sent to them.
- **The charges for a Full Burial interment for the year 2022/23 are £285.00**
- The **gravedigger charges of £100.00** are to be paid separately by the family.
- All appropriate certificates relating to the death to be received by the Town Clerk prior to the interment or on the day of the interment.
- At any interment, family may appoint their own Minister. Notice of the Minister so appointed shall be given to the Clerk on the "Application of Interment".
- In all graves wooden coffins must be used and none of any other kind without special permission of the Council. 'The Exercise of Rights' (that is the procedure and requirements regarding burial) shall comply with Part 1 of Schedule 2 of the Local Authorities' Cemeteries Order, 1977.

3. Conditions for the Interment:

- Graves are to be dug only by a person approved by the Cemetery Committee
- No burial can take place before 09:00 or after 3.30 without special permission. No burial can take place on a Sunday. The time named for the

funeral is when the cortege is due to arrive at the Cemetery, and it is important that the time is kept.

- At the discretion of the Cemetery Committee the cremated remains of non-residents can be interred into graves of a spouse, partner, parent or sibling providing there is space, and will be subject to double interment fee.
- All other requests with supporting documentation must be brought to a meeting of the Cemetery Committee where a decision will be made.

4. Maintenance of the graves

- The Cemetery Committee will undertake the maintenance of the Cemetery, to include cutting and trimming the grass on and around the grave, and keeping it clean and tidy. Any items that are considered to be obstructing grass cutting will be removed.
- No person, other than the owner or relation of the owner or relations of the owner of the deceased person shall, without consent of the Cemetery Committee, be permitted to carry out maintenance of any grave.
- No dogs, except Assistance Dogs, are allowed in the Cemetery.
- No person shall destroy or injure any building, wall gate or fence belonging to the Cemetery.
- No person shall pull up, destroy or injure any tree plant or flower, or disfigure any wall, or put up any bill on any wall.
- No Person will destroy, injure or deface any statue, monument, inscription, headstone or plaque, or so do any wilful damage, or play any game, or sport in the Cemetery.
- No person will discharge firearms (except at a military funeral and authorised pest control) in the Cemetery.
- No person to wilfully or unlawfully disturb any person or persons there for the purpose of interring any remains.
- The Cemetery Committee does not hold itself responsible or liable in any way for any damage that may be caused to monuments or any memorials that may be placed or erected in the cemetery.

5. General rules and regulations

- The cemetery will be open from 08:30 till dusk.
- There is a car park provided in the new section of the Cemetery. When visiting, please give consideration to neighbours by driving in through either the Moor Lane or the Oaken Grove entrance and parking inside. Please close the gates when you leave.
- The gate at Oaken Grove entrance allows disabled access.
- A register of the burials is kept under the supervision of the Cemetery Committee and at all reasonable times searches may be made and certified extracts obtained upon application to the Clerk of the Cemetery Committee on payment of the appropriate fee
- Although the Haxby and Wigginton Cemetery Committee do not encourage the donation of memorial seats in the Cemetery, relatives who wish to donate one should request permission from the Cemetery Committee.
- The Cemetery Committee giving permission will decide on the sighting, standard and design of the seat. It should be properly fixed into the

ground and on a paved base. Supply and all installation costs are to be met by the donor. The seat will become the property of the Cemetery Committee who will maintain it or remove it for safety reasons, and keep the surrounding area clear of planting.

- In case any difficulty arises, which is not addressed in these regulations, it shall be referred to and settled by the Cemetery Committee, which reserves the right to make any alterations in the forgoing rules and regulations as it may be deemed necessary.

Burial Charges with effect from 1 April 2022

	Resident	Non-resident
Purchase of Grave Space	£440.00	£880.00
Purchase of Cremated Remains Space	£305.00	£610.00
Interment	£285.00	£570.00
Interment of Cremated Remains	£140	£280.00
Interment of Cremated Remains in Garden of Remembrance (Non-consecrated area)	£295	
Purchase of Space for Child under 12	£140	
Interment of Child under 12	£140	
Headstone	£140	
Additional Inscription	£70	

In all cases where permission is granted by the Cemetery Committee for the purchase of a grave and for the interment of a non-parishioner **double** fees will be charged.

