

Hatfield Hyde Cemetery, Hollybush Lane, Welwyn Garden City Welwyn Hatfield Lawn Cemetery, South Way, Hatfield

NOTICE OF LARGE FUNERAL (20 cars or more)

Cemetery Services
Welwyn Hatfield Council, Council Offices
Welwyn Garden City, Herts, AL8 6AE

Telephone: 01707357000
Email: cemeteryservices@welhat.gov.uk

HATFIELD HYDE CEMETERY

WELWYN HATFIELD LAWN CEMETERY

There is a height restriction of 2.1m at the main entrance to The Lawn Cemetery

1. Full Name of Deceased _____
2. Types of Vehicles
Please state how many horses
Will horse drawn hearse stop at cemetery entrance or graveside?
 Motor Hearse Horse drawn Hearse
No of horses _____
 Entrance Graveside
3. Number of Limousines _____
4. Vehicles over 2.1m attending
(will need to access cemetery via a different route)
 No Yes
5. Escorted Guests of Her Majesty
 No Yes (no. _____)
6. Bearing and Lowering of Coffin
(if family, shoring will be required)
 Family Funeral Directors
7. Backfilling of Grave
(if family, shoring will be required)
 Family Grave Digger
8. Will family be dressing the grave with own greens
 No Yes
8. Funeral Director Point of Contact for day (name and mobile No.) _____
9. Journey Plan for Day of Funeral

10. Location and time of Service
Transfer point for hearse to horse drawn hearse (if applicable) _____
Route to be walked (if applicable) _____

9. Special requests (doves? Balloons?) _____
10. Location and time of wake _____

Please ensure the Cemetery Regulations overleaf are read by the Deed/applicant Deed Holder and signed

NOTE: FUNERALS THAT ARRIVE LATE BY 15 MINUTES OR MORE WILL BE CHARGED THE LATE FEE

NOTE: SHORING WILL BE REQUIRED IF THE COFFIN/CASKET EXCEEDS 31" IN WIDTH AND 79" IN LENGTH.

NOTE: COFFINS/CASKETS WIDER THAN 30" WILL REQUIRE PAYMENT FOR TWO PLOTS

NOTE: THERE IS LIMITED CAR PARKING WITHIN THE CEMETERY. FOR HEALTH AND SAFETY WE MAY HAVE TO CLOSE THE MAIN GATES AND TO ENSURE ACCESS FOR THE FUNERAL PROCESSION. MOURNERS SHOULD BE ADVISED TO FIND SAFE PARKING AREAS OUTSIDE OF THE CEMETERY



**WELWYN
HATFIELD**

Cemetery Regulations

Terms and Conditions

In the following document, Welwyn Hatfield Borough Council is referred to as 'the Council'.

The following Regulations are in place in order to ensure that the Council is able to maintain its burial grounds in line with its aim and ethos:

All persons wishing to use the cemeteries are required to agree to the terms outlined below.

Access, Consideration and Care

All visitors to the cemetery must comply with the Local Authorities Cemeteries Order 1977, Article 10, Paragraph 6, and with the Criminal Damages Act 1971, Article 1, Section 1:

The Council may close or open the cemetery at anytime, without prior notice, and for as long as the Council may deem necessary:

When the above provision is not in place, the cemeteries are open from 09.00hrs 365 days a year:

Anyone visiting the cemetery must give due consideration, privacy and respect to any funeral or memorial ceremonies or services taking place at the time, of any religious or spiritual traditions;

All litter must be placed in the provided receptacles;

Children under 16 years of age are not allowed at the cemetery without an accompanying adult, except with the express permission of the Council; Amplified music is prohibited at the cemetery, except with the express permission of the Council;

Dogs or any other domestic animals and pets are not allowed on any part of the cemetery, with the exception of guide dogs.

Grave Plots

A grave plot is defined by the Council as an area at the cemetery provided for the purpose of interring a coffin or cremated remains.

Coffins over 30" wide will require two plots to be purchased

Coffins over 31" wide and 79" long will require wooden shoring

A person purchases from the Council, A Grant of the Right of Burial (Local Government Act 1972, Section 214(3)), and is known as the Licence Holder:

The person stated on the Grant of the Right of Burial is the sole authorising person for the grave plot. The licence (Grant) does not confer ownership of the ground to the Licence Holder. The grave remains in the ownership of the Council:

During the licence period it is the responsibility of the Licence Holder to ensure that the Council has up to date contact details;

Only human remains may be interred at the cemeteries, the burial of pets and other animals within the cemetery is not permitted.

Internment and Funerals

Internments may be arranged with the Council through their office during normal working hours of 0900hrs - 1700hrs Monday to Friday.

A person cannot be interred at the cemeteries until the death has been legally registered.

All excavations and back filling of the grave plots must be performed by the Council or someone approved by them;

A body/ashes cannot be exhumed once interred at either cemetery with a licence. If the interment took place in non consecrated land a licence is required from the Ministry of Justice, under the Burials Act 1957, Section 25.

If the interment took place in consecrated land, permission must be sought from the Diocese of St Albans.

Memorials

No installation of a memorial with the Council Cemeteries is permitted until approval from the Council via a Memorial permit is granted. Memorial permits will not be issued until full payment for the burial has been received.

The Council reserves the right to remove any items that does not have a memorial permit or protrudes away from the concrete plinth; All stone-work must be ready for fixing before being brought into the cemetery;

All masons must comply with NAMM or BRAMM regulations and fit in accordance to the regulations;

The work of fixing or removing memorials shall be carried out by competent tradesmen to the reasonable satisfaction of the Council;

Failure to follow any of the above memorial requirements will result in the Council removing the memorial and recovering the cost of the work;

Any damage done to the Council's land or premises in the course of work on graves or memorials or in any other way, must be made good at the expense of the person or persons causing or responsible for such damage within a period stipulated by the Council;

All memorials are subject to safety inspections and must be maintained in good condition and repaired at the expense of their respective owners;

If any maintenance or repair, which in the opinion of the council appears necessary, is not carried out within three months of written notice to the Licence Holder, the Council shall remove the memorial;

If the address of the owner is unknown and cannot reasonably be ascertained, the Council may remove a memorial at short notice;

The Council will not be responsible for any damage to any memorial and the memorial will remain the sole risk of the owner;

The Council shall not be responsible for any injury or damage thereto or damaged caused thereby in relation to the memorial.;

Welwyn Hatfield Lawn Cemetery

Memorials should not exceed a height of 3 feet, width of 3 feet and a depth of 1 foot (Approx. 100cm x 100cm x 30cm)

No memorial must protrude from the concrete plinths

Hatfield Hyde Cemetery

Memorials must not exceed 3 feet in height, 3 feet in width and a depth of 6 feet 6 inches. (Approx. 152cm x 100cm x 198cm)

Paving rocks and chippings are not permitted unless surrounded by kerbing

The Council

These Regulations may, from time to time, be altered according to need, and such alterations may be carried out at the discretion of the Council.

The Council reserves the following rights:

In the case of private graves, where the exclusive right of burial is for a limited period, the Council observes the right to remove all memorials there from after the expiry of such a period.

In every case, to remove any memorial which is considered unsafe or is in a state of disrepair and the right to move, re-fix, re-align or alter the position of any memorial as the circumstances may require.

In the case where permission has been previously granted, the Council has the right to revoke permission and may require the owner to remove any part of the memorial from the cemetery.

Any non compliance of the Council Cemetery Regulations may result in costs being incurred by the Licence Holder and/or disallowance of any

**Floral tributes placed on a grave immediately following a burial will be allowed to remain until they have withered or up until a period of 14 days
Grave space will be seeded within six months, possibly sooner if weather permits**

The applicant must be the owner of the grant of exclusive rights of burial or if the grave owner is deceased, or for a new grave, the person who has signed the statutory declaration. The information collected on this form is necessary to process your application for a large funeral and will not be used for any other purpose. Please tick to confirm that you are happy to provide this data

I the exclusive right to burial holder/applicant have read and understood the terms and conditions of the Cemetery

Signed _____ Date _____



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