



Huntington Cemetery

Rules and Regulations

2025-26

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1. Introduction

Rules and regulations are needed for the management of Huntington Cemetery, part of Huntington Parish Council. Whilst every effort has been made to avoid restricting individual rights and choices, the need for safe and tidy grounds and the provision of cemeteries as places for peaceful contemplation are also important considerations. This publication is intended to give guidance to all cemetery users about their conduct in the cemetery.

2. Terms

Throughout these regulations the following words or terms are used as shown and shall have the meanings as follows:

‘Burial Clerk’ shall mean the administrator responsible for the financial and administrative duties delegated to them as an employee of Huntington Parish Council.

‘Burial Plot’ shall mean a grave space in which the exclusive right of burial has been granted by the council;

‘Coffin’ shall mean a dignified, suitable receptacle in which a body is received by the council to enable an interment to take place;

‘Full Size Grave/s’ shall mean a ‘Burial Plot’ to be used for non-cremated remains;

‘Grave’ shall mean a burial place formed in the ground by excavation and without any internal wall of brickwork or stone work or any other artificial lining

‘Grave-space’ shall mean the maximum permitted area in which an interment can take place (see Appendix 1)

‘HPC’ shall mean the acronym for Huntington Parish Council;

‘HPCCC’ shall mean the acronym for Huntington Parish Council Cemetery Committee;

‘Huntington Cemetery’ shall mean the cemetery located on New Lane, Huntington, YO32 9LY;

‘Huntington Parish Council’ shall mean the administrative body for the civil parish of Huntington;

‘Huntington Parish Council Cemetery Committee’ shall mean the body approved by Huntington Parish Council to have delegated responsibility for the operations of Huntington Cemetery;

‘Interment’ shall mean the burial of a body or cremated remains;

‘Lawn headstone section’ shall mean any grassed section in the cemeteries designated by the council for lawn headstones only;

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'Memorial' shall mean any gravestone, tomb, cross, headstone, Surround scroll, vase or other monumental work;

'Plinth' shall mean the base stone that is set into the ground, and upon which the rest of the memorial stands

'The Cemetery' shall mean the burial grounds known as Huntington Cemetery and New Lane Cemetery;

'The Council' shall mean the Huntington Parish Council;

'Surround' shall mean the maximum permitted area in which memorial items can be placed (see Appendix 1).

3. General

3.1 Miscellaneous

3.1.1 Telephone messages

The council will accept no liability for any misunderstanding or error arising from orders or requests received by telephone. Written confirmation should follow such orders and requests.

3.1.2 Notice periods

In calculating the time required for any notice of application to the Council under these regulations, Saturday, Sunday, Bank Holidays, and such other days as may be appointed as council staff holidays shall be excluded.

3.1.3 Funerals attended by many people

If a large number of mourners are expected at a funeral or if it is likely to be attended by bands of music or banners, the council should be notified as soon as possible.

3.1.4 Punctuality

The time appointed for a funeral is the time at which the funeral party should be in attendance at the cemetery graveside.

In the event of severe weather, or other circumstances outside the council's control, the council reserves the right to cancel a burial or interment. The council will endeavour to give such notice as circumstances allow. The council will not accept liability for any additional costs incurred in these circumstances.

3.1.5 Bearers

The funeral director, or other person having charge of any service, is responsible for providing a minimum of four bearers to carry the coffin from the hearse into the graveside and for lowering into the grave in a safe and appropriate manner. Failure to do so may delay the funeral.

3.1.6 Complaints

All complaints should be made to Huntington Parish Council Cemetery Committee through contacting the Burial Clerk at Huntington Cemetery Burial Clerk cemeteryclerk@huntington-pc.gov.uk or Huntington Cemetery, New Lane, Huntington, York, YO32 9LY

3.1.7 Conduct

The council aims to provide high quality customer service. To this end we ask that visitors comply with the following points:

When attending the Cemetery, visitors must:

- Leave the premises when asked to do so by emergency services personnel or council representatives in the event of a fire or other emergency.
- Be respectful of other visitors and those around them.

Visitors must not:

- Obstruct council representatives, staff, or contractors in conducting their duties
- Dress inappropriately
- Be under the influence of alcohol or drugs
- Play radios or musical instruments in such a way as deemed to be disrespectful
- Shout, sing, whistle, or be noisy in any other way
- Use improper or abusive language
- Sit, or climb, on or over any gate, wall, fence, memorial or building within the cemetery grounds

Any person found to be in breach of the above may be asked to leave the premises.

Visitors and those attending the cemetery in any official capacity have the right to be in a safe environment without fear of intimidation, abuse or assault. The council may decide to prosecute people who fail to respect this right and may collect and retain data about them to prevent any future violence or abuse towards visitors or other attendees of the cemetery.

3.1.8 Right of passage

The council reserves to itself, its staff and its contractors the right of passage over any grave for any purpose connected with the maintenance and management of the cemetery. Where there is a crowned or domed grave, every reasonable effort will be made to avoid stepping onto or over the grave itself.

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The council reserves to itself, its staff and its contractors the right to temporarily remove any form of memorial from an adjoining grave to facilitate an interment if this should be necessary.

3.1.9 Children

Children under 12 years of age should be under adult supervision when visiting a cemetery.

3.1.10 Parking/Disabled access

Parking is permitted within the 7 marked bays outside the cemetery gates and 4 spaces in marked bays on New Lane. The council accepts no responsibility for any theft from or damage to vehicles parked in the cemetery car park, or in the marked bays on New Lane.

The main Gates will be open from 8:30 to 20:30/Dusk on Sundays for disabled access only

3.1.11 Dogs

Only assistance dogs are permitted within the cemetery grounds.

3.1.12 Display of Images/Items on Graves or in the Grounds

Images or items that could be regarded as distressing, obscene or offensive must not be displayed in the cemetery and may be removed without notice.

3.1.13 Fees

All fees and charges must be paid before the funeral.

All fees and charges due to Huntington Cemetery shall be paid to the Burial Clerk at the time that the application is made and before any work is put in hand. The Disposal Certificate (green form) must be produced before the burial takes place.

The fees charged are for the maintenance of the Cemetery and do not mean ownership of the land which remains the property of Huntington Parish Council.

All current prices for Graves, interments, Plaques etc are available on the website or from the Burial Clerk.

3.1.14 Register

A register of all burials shall be kept by the Burial Clerk and shall be made available for inspection at a convenient time for a fee.

3.1.15 Location of Cemetery

Huntington Cemetery, New Lane, Huntington, York, YO32 9LY

Tel: 07517809989

Email: cemeteryclerk@huntington-pc.gov.uk

Website: [Huntington Parish Council: Huntington Cemetery](#)

3.1.16 Damages

Huntington Parish Council Cemetery Committee are not responsible for any damage which may be caused to headstones, plaques, inscriptions, trees, shrubs, or seats subject to the provisions of the Local Authorities Cemeteries Order 1977.

4. Burials and Interments

Interments shall take place Monday to Friday between 10 a.m. and 4 p.m. Requests for interments outside of these times will be considered where possible on an exceptional basis.

Burial Plots shall be sited in rows at a distance of 5 feet between Burial Plot centres. Burial Plots shall be lettered in even numbers on the right of the roadway ie plot: 2,4,6. On the left of the roadway they shall be numbered in odd numbers 1,3, 5.

Full sized Graves will **not** be available solely for the purpose of interment of Cremated remains.

In case of a double grave, a full interment will need to take place before an ashes interment can take place.

Any application for the interment of a non-parishioner for more than 2 years at the time of death will incur non-residents charges. However, this doesn't apply to any individual who has moved for circumstances beyond their control. Huntington Parish Council Cemetery Committee will make a decision based on a case by case basis

Graves shall only be dug by Grave diggers approved by the Huntington Parish Council Cemetery Committee.

5. Memorials – Please ensure that your chosen stonemason adheres to the following

5.1 Accreditation

Memorial masonry companies, and their representatives, working in the cemeteries must be accredited by the British Register of Accredited Memorial Masons (BRAMM) or the National Association of Memorial Masons (NAMM).

All memorial fixers must carry their personal accreditation when fixing or removing memorials.

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Memorials must be erected to the current British Standard and comply with the currently adopted NAMM code of working practice.

The council reserves the right to instruct the memorial mason to dismantle a memorial at their own cost to demonstrate the correct fixing methods have been used.

5.2 Erection of Memorials

Memorials may only be erected on grave spaces in which the exclusive right of burial has been purchased. No memorial or ornament may be placed on or over any grave space in which the exclusive right of burial has not been purchased.

5.3 Power to Regulate Position of Memorials

The council reserves the right to require any monument, gravestone, tablet or surround to be erected in any position on the grave space in question as it may think fit.

5.4 Foundations

Only foundations of natural stone or good quality reinforced concrete will be permitted and of such sizes as are necessary to carry the weight of the memorial and comply with the currently adopted NAMM code of working practice.

Headstones and plaques for cremated remains may be no larger in plan than the base of the memorial. The foundation must not exceed the width of the grave space or extend beyond 20" from the head of the grave.

Foundation slabs should not protrude unduly above ground level. The council may require individual foundation slabs to be removed to allow excavation for a burial in the grave space.

Where a continuous concrete memorial foundation raft has been constructed no further foundation is required.

Cover slabs may be permitted but the depth must be included in the overall height of the memorial.

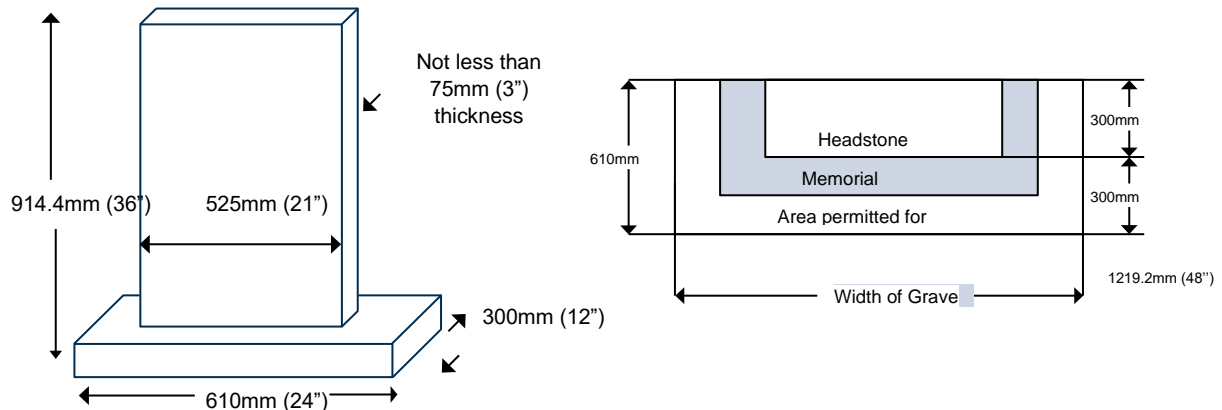
5.5 Materials for Memorials

Memorials, gravestones, tablets or surrounds shall be made of natural stone or of such material capable of withstanding continuous exposure to the weather as the Council may approve.

The council may reject memorials, gravestones, tablets or surrounds made of any materials which in its opinion are unsuitable or incongruous with their surroundings.

5.6 Memorials on Lawn Headstone Sections

Lawn headstone memorial and surround dimensions.



On Full Size Graves:

- 5.6.1** Headstone memorials may only take the form of a headstone 525mm (21") in width and not less than 75mm (3") in thickness, fixed to a base which shall be 610mm (24") in width by 300mm (12") in depth.
- 5.6.2** The total height of the memorial shall be 825 mm (33") above the level of the foundation slab.
- 5.6.3** A tablet of dimensions 380mm (15") in width, 150mm (6") in depth and 300mm (12") in height may be permitted on the designated sections of the cemeteries.
- 5.6.4** Any additional memorial in the form of a surround will not extend beyond 610mm (24") from the head end of the grave space or beyond the width of the grave space nor be of a height greater than 150mm (6").
- 5.6.5** Any chippings, pebbles or other permitted items must be entirely contained within such a surround.
- 5.6.6** For double plots, surrounds may need to be removed prior to a burial taking place to allow for excavation of the grave and may be replaced at the grave rights owner's expense.
- 5.6.7** Apart from the personalisation noted above no other form of monument or memorial will be permitted.

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- 5.6.8** No other items or structures may be placed or erected on or over the remaining grave space except flowers, wreaths, and other small personal tributes, and only at the time of burial.
- 5.6.9** All headstones will be fixed at the head of the grave.
- 5.6.10** Existing surrounds that are outside these regulations can remain.
- 5.6.11** HPCCC may request surrounds to be replaced should it present a health and safety risk to cemetery visitors or workers. HPCCC will work with all relevant parties to support this to be undertaken sympathetically, maintaining clear communication throughout.
- 5.6.12** Surrounds on cremated remains plots must not exceed 100mm (4") beyond the Foundation stone and are restricted to a height of 150mm (6"). Existing cremated remains plots may continue to use a surround adhering to the guidelines above regarding full size graves.
- 5.6.13** Only unbreakable flower vases which fit within the plinth / surround are permitted.
- 5.6.14** Seasonal decorations are permitted from 1st December each year but must be removed by 31st January or they may be collected and removed by Huntington Cemetery staff after this date.
- 5.6.15** Memorials which illuminate (eg, solar lights), move (eg, solar powered devices, windmills), and/or make a noise (eg, wind chimes) will be permitted within the surround.

5.7 Cemetery Benches

The Cemetery provides benches to be placed at the end of each row of graves.

Over time as some existing benches purchased deteriorate, they will require replacement according to the following process:

Step 1: A notice will be displayed on the bench in question informing cemetery users of the intent to dispose and why with reasons cited. If necessary, due to health and safety requirements, the bench may be immediately removed and stored in a safe space on the cemetery grounds.

Step 2: A notification will be sent to the contact on file for the bench in question to inform them of the intent to dispose of the bench.

Step 3: The plaque will be transferred to the new bench and the old bench will be stored for 90 days on cemetery grounds during which time the interested party may collect and remove the bench themselves.

Step 4: After 90 days the bench may be removed by the cemetery.

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From 12th March 2024, all benches will be purchased by the Cemetery and an opportunity offered to cemetery users to purchase a plaque to add to a bench. Information on plaque sizing and pricing can be obtained by contacting the burial clerk.

6. Alterations to Rules and Regulations

These rules are amended by Huntington Parish Council Cemetery Committee and approved by Huntington Parish Council on 12th March 2024 and they replace any other Huntington Parish Council Cemetery Committee Rules and Regulations.

The council reserves the right to make any alterations in these rules and regulations from time to time as they think fit and will be publicised accordingly.

If you need a copy of these rules in an alternative format, large print, Braille and audio please contact the burial clerk.

Address;
Huntington Cemetery
New Lane,
Huntington,
York,
YO329LY.

Telephone number:
07517809989

Email address:
cemeteryclerk@huntington-pc.gov.uk

7. Appendix 1 – Diagrams (not to scale)

