

NORTHAMPTON BOROUGH COUNCIL

Scrutiny Panel 1 – Cemeteries

Your attendance is requested at a meeting to be held at The Jeffery Room,
The Guildhall, St. Giles Square, Northampton, NN1 1DE on
27 September 2017 at 6:00 pm

Simon Bovey
Interim Chief Executive

If you need any advice or information regarding this agenda please phone Tracy Tiff, Scrutiny Officer, ext 7408 who will be able to assist with your enquiry. For further information regarding **Scrutiny Panel 1 Cemeteries** please visit the website www.northampton.gov.uk/scrutiny

Members of the Panel

Chair	Councillor Brian W Sargeant
Deputy Chair	Councillor Vicky Culbard
Panel Members	Councillor Mohammed Azizur Rahman (Aziz) Councillor Alan L Bottwood Councillor Vicky Culbard Councillor Andrew Kilbride Councillor Arthur McCutcheon Councillor Dennis Meredith
Co-opted Member	Simon Hollowell, Hollowells Funeral Service

Calendar of meetings

Date	Room
9 November 2017 6:00 pm 8 January 2018 14 March	All meetings to be held in the Jeffery Room at the Guildhall unless otherwise stated

Northampton Borough Scrutiny Panel 1 Cemeteries

Agenda

Item No and Time	Title	Pages	Action required
1. 6:00pm	Apologies		The Chair to note any apologies for absence.
2.	Deputations and Public Addresses		<p>The Chair to note public address requests.</p> <p>The public can speak on any agenda item for a maximum of three minutes per speaker per item. You are not required to register your intention to speak in advance but should arrive at the meeting a few minutes early, complete a Public Address Protocol and notify the Scrutiny Officer of your intention to speak.</p>
3.	Declarations of Interest		Members to state any interests.
4.	Minutes	1 - 4	The Scrutiny Panel to approve the minutes of the meeting held on 6 July 2017.
5.	Expert Advisors	5 - 6	The Scrutiny Panel to receive a response to its core questions from a variety of expert advisors.
5 (a) 6:05pm	Cabinet Member for Environment, Cabinet Member for Finance and the Environmental Health and Licensing Manager, NBC	7 - 19	
6. 7:05pm	Site Visits	20 - 27	The Chair of the Scrutiny Panel to provide feedback from the recent site visit to a number of cemeteries.
7. 7:15pm	Background Information - Relevant Legislation	28 - 29	The Scrutiny Panel to receive a briefing note detailing various relevant Legislation.
8. 7:25pm	Fees and Charges - Cemeteries	30	The Scrutiny Panel to receive information regarding fees and charges for cemeteries.
9. 7:35pm	Cemetery Guidance	31 - 38	The Scrutiny Panel to review the Guidance on Cemeteries.

NORTHAMPTON BOROUGH COUNCIL

MINUTES OF SCRUTINY PANEL 1 CEMETERIES

Thursday, 6 July 2017

COUNCILLORS PRESENT: Councillor Brian Sargeant (Chair), Councillor Vicky Culbard (Deputy Chair); Councillors Alan Bottwood, Culbard and Dennis Meredith

OFFICERS Julie Seddon, Director of Customers and Communities
Mick Tyrrell, Partnerships Manager
Tracy Tiff, Scrutiny Officer

1. APOLOGIES

Apologies for absence were received from Councillors Aziz and Kilbride.

At this point, the Chair advised that Simon Hollowell from Hollowells Funeral Services had accepted the offer to be a co optee to the Panel.

2. DEPUTATIONS AND PUBLIC ADDRESSES

There were none.

3. DECLARATIONS OF INTEREST

Councillor Dennis Meredith declared an interest in this Scrutiny Review as he owns a plot in Kingsthorpe Cemetery. The declaration is for the life of this Scrutiny Review.

4. MINUTES

The Chair signed the minutes of the meeting held on 22 June 2017 as a true and accurate record.

5. PRESENTATION TO SET THE SCENE

Mick Tyrrell presented a comprehensive document to the Scrutiny Panel on various elements regarding cemeteries within the scope of the Review. Mick Tyrrell elaborated upon the information contained within the document.

The Scrutiny Panel made comment, asked questions and heard:

- Duston cemetery was extended in 2016, providing an additional 800 burial spaces.
- The physical maintenance of the roads is the responsibility of Asset Management; Environmental Services funds some of this works.
- The Panel noted that some people plant extra plants, trees and put monuments outside the burial plot which can create problems, there is a need for there to be stricter adherence to the Policy. The Panel asked to have sight of this Policy, along with the fees and guidance.
- There have been some maintenance issues with cemeteries but it was highlighted that it is the owner's responsibility to maintain the grave. Unless there is something dangerous on the grave, the Council cannot maintain the plot.

- People have rights to the burial plots for 99 years.
- There are two cemeteries in the borough with chapels
- Currently funerals do not take place in Northampton on Sundays; there is a limited service on Saturday in exceptional circumstances.
- In answer to a query, Mick Tyrrell advised that permission has to be sought for someone to be buried in the garden of a house. You cannot bury someone on an allotment

6. CORE QUESTIONS

The Scrutiny Panel considered the draft core questions and agreed, that the core questions, as amended, are sent to the expert advisors to provide a response.

AGREED: The core questions, as attached, are sent to the expert advisors to provide a response at future scheduled meetings.

7. SITE VISITS

The Scrutiny Panel agreed that it would undertake site visits to various cemeteries:

- Kettering Cemetery
- Kingsthorpe Cemetery
- Duston Cemetery and
- Towcester Road Cemetery

The Scrutiny Officer would liaise with the Chair regarding a suitable date for the visits to take place in August 2017. The Panel would then be notified of the date, to ascertain which Councillors are able to attend, along with the Chair. The Contracts Manager and the Scrutiny Officer would also attend.

8. COMMUNITY IMPACT ASSESSMENT (CIA)

The Community Impact Assessment (CIA) was approved and would be published on the Scrutiny page of the Council's WebPage.

The meeting concluded at 18:55 hours

NORTHAMPTON BOROUGH COUNCIL OVERVIEW AND SCRUTINY



SCRUTINY PANEL 1 - CEMETERIES

CORE QUESTIONS – EXPERT ADVISORS

The Scrutiny Panel is currently undertaking a review: Cemeteries

To review cemeteries in the Borough, concentrating on:

Maintenance and health and safety requirements

Amenities and facilities

Financial implications

Outcomes required:

- To ensure that the Borough's cemeteries are easily accessible, well maintained with adequate amenities and facilities available for visitors to use.

CORE QUESTIONS:

A series of key questions have been put together to inform the evidence base of the Scrutiny Panel:

- a. Please can you provide details of the maintenance regime and the financial implication of maintenance of the Borough's cemeteries, please explain.
- b. Please can you provide details of the health and safety requirements and the financial implications within the Borough's cemeteries. Please explain.

- c. Please can you provide details of the financial implications around amenities and facilities within the Borough's cemeteries. Please explain.
- d. In your opinion, are the Borough's cemeteries easily accessible? Please provide details. If not, please can you provide suggestions for improvement.
- e. Are you aware of the location and the provision of amenities in the Borough's cemeteries, please provide details.
- f. Do you have any other information you are able to provide in relation to the Borough's cemeteries?

NORTHAMPTON BOROUGH COUNCIL OVERVIEW AND SCRUTINY



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- a. Please can you provide details of the maintenance regime and the financial implication of maintenance of the Borough's cemeteries, please explain.
- b. Please can you provide details of the health and safety requirements and the financial implications within the Borough's cemeteries. Please explain.

- c. Please can you provide details of the financial implications around amenities and facilities within the Borough's cemeteries. Please explain.
- d. In your opinion, are the Borough's cemeteries easily accessible? Please provide details. If not, please can you provide suggestions for improvement.
- e. Are you aware of the location and the provision of amenities in the Borough's cemeteries, please provide details.
- f. Do you have any other information you are able to provide in relation to the Borough's cemeteries?

Question A - Please can you provide details of the maintenance regime and the financial implication of maintenance of the Borough's cemeteries? Please explain.

Maintenance operations for open and closed churchyards and cemeteries.

Trees;

All trees within the churchyard area will be assessed in accordance with the councils tree policy. Any trees that are identified as requiring work will be prioritized on a Health and Safety basis, with those considered to be a danger being regarded as High Priority.

Grass Cutting;

Grass cutting operations will run from approx. Mid-March through until late October, dependent on growth rates and weather conditions. The grass shall be cut on a fortnightly basis.

Areas of grass that cannot be mown in their entirety such as around obstacles or boundaries will be strimmed to ensure that a "finished" visual quality is achieved. Any undesirable arisings that are spread to paths, hard surfaces and memorials due to the mowing operation will be blown or swept to remove and tidy.

Litter/ Litter Bins;

Litter picking operations will take place based on the requirements of the site. E.g., a site that is deemed to have a "littering" problem will receive more visits as would be appropriate.

Litter bins will be emptied weekly with litter picking normally carried out on a weekly basis.

Litter picking will also take place during any schedule maintenance visits i.e., grass cutting or shrub maintenance.

Shrub Areas;

Shrub maintenance will occur during the winter period on an annual basis. Each visit will include pruning and weed control.

Remedial pruning will take place during the summer time to ensure sight lines, paths and windows are not affected by re-growth.

Hedge Cutting;

Hedge maintenance will be carried out to retain the form or shape as required. Cutting will be done outside of the recognized bird nesting period usually between October and February. All arising will be removed from site.

Footpaths/ Hard standing Areas;

Will be kept in a litter and detritus free condition Chemical treatments will take place as indicated below

Chemical Use/ Application;

The use of herbicides will take place annually to control weed species. Area to be treated will include hard standings, paths and walk ways. Also, if appropriate, applications will also be considered around building bases, boundary lines and memorials.

Tombs/ Memorials;

Headstones and Memorials will be inspected on a periodic basis to assess their stability, in consideration of the Ministry of Justice, Managing the safety of Burial Ground Memorial guidelines 2014, and the Contract Documentation.

Memorials will be checked by visual and “hand” means.

If a memorial is deemed to be of risk it shall be made safe.

Methods of work

In order to ensure that the delivery of the service is consistent, and to maintain safe working conditions, Enterprise has processes in place that the staff should work to.

Excavation of Graves

The excavation of graves shall be undertaken using the following process and procedures; -

- Upon receipt of the ‘Instruction for Preparation of Burial’, the Cemetery Management Team shall undertake relevant checks, which relate to names and location for interment, with any anomalies or concerns to be immediately relayed to the relevant Client Officer where necessary.
- Working in Partnership with the Client Officer, the relevant grave shall be marked out in full, ready for excavation, with all due steps taken to ensure spacing and alignment are precise. Care shall also be taken to ensure that sufficient additional measurement is allowed for the inclusion of grave shoring.
- Prior to the commencement of any works a Site Specific Risk Assessment shall be produced. As well as measuring the risk to carrying out the excavation, consideration shall also be given to the access to the grave, the safe method of operation, the positioning of the soil box, the creation of the burial platform and of course the safety of the public. Consideration shall also be given as to PPE, which shall include safety footwear, hard hats, gloves, overalls and where a mechanical digger is in operation – ear defenders.
- Where the excavation is adjacent to memorials, immediate steps must be taken to prevent damage to those memorials. In certain cases, this may mean seeking approval to dismantle a memorial; in such circumstances, this shall only be

undertaken with the express approval of the Client officer and arrangements must be made for the prompt return and safe repositioning by a qualified mason.

- Prior to the commencement of the excavation, all tools and equipment must be present and available for use. Furthermore, wherever shoring is in use it shall have been checked on a weekly frequency as to its condition and in particular the operational capacity of the hydraulic rams.
- Excavation shall be carried out to the centre of the grave space, ensuring a minimization of additional risk of collapse.
- Turf shall be lifted and re-used elsewhere within the cemetery.
- Soil boxes shall be erected, in line with the approved Risk Assessment and checked as secure. Soil boxes shall be located at a sufficient distance from the edge of the grave so as to minimize risk of collapse or fallback. Where a hand-dig, 'walk boards' shall be installed along either side of the grave.
- Heavy clay soil can increase the risk of collapse and where necessary additional wooden struts shall be used to protect the security of the soil box.
- Excavation shall be either by hand or by machine digging, depending upon whether access is available and safe, as well as, whether it is a new or re-opened grave. In any event, it shall be two-person operation, with care taken to ensure the safety of members of the public and the accuracy of the dig. All sides shall be square and vertical, with spoil deposited into the soil box (In certain unique circumstances, spoil will need to be completely removed from the location; in such circumstances, this shall be to the compound, taking care to ensure that there is no deterioration to roads and paths due to soil from tyres. Where this does occur it shall be immediately removed.).
- Any surplus soil shall be removed (as above).
- During the excavation process care must be taken to note any undue matter, such as the discovery of remains or a risk or actual collapse. In any these circumstances work shall cease and the matter should be immediately referred to the Relevant Client Officer for guidance. During this time an operative must remain at the site for safety purposes.
- As the excavation progresses, grave shoring shall be installed by trained operatives.
- Once a depth of 90mm has been reached (during a hand dig) access and egress must only be made using a ladder. All ladders must be regularly checked for suitability or deterioration and replaced as necessary. In no circumstances should an operative use the shoring as an aid to climbing out of, or descending into the grave.
- As the excavation approaches the prescribed depth, regular checks must be undertaken so as to ensure the preparation is accurate. Should an obstruction arise, which prevents the full preparation of the grave this shall also be referred to the relevant Client Officer for a decision on how to progress.

- Once the excavation is complete then the grave shall be fully covered by suitable boards to prevent risk for the public. If for any reason, during the excavation, the grave is left unattended, then the grave shall also be fully covered and all tools removed from site.
- At the completion of the work the entire surrounding area shall be fully cleaned and made safe.

It is important to note that the usage of a mechanical digger, the installation of grave shoring and acting as banks-man are key activities, which must only be undertaken by properly trained and accredited employees.

Excavation of Re-Opened / Reserved Graves

All processes and procedures shall be undertaken, as detailed in ***Excavation of Graves*** above, with the following additions; -

- Mechanical digging shall not be a consideration.
- Care shall be taken when approaching the depth of the previous interment, ensuring an avoidance of damage to previously interred remains.

Exhumation

All processes and procedures shall be undertaken, as detailed in ***Excavation of Graves*** above, with the following additions; -

- Work shall only progress with the relevant paperwork in place; i.e. the license issued by the Home Office or the Faculty issued by the Church Authority.
- Work will only commence following the erection of suitable and approved screening, which is used to prevent public view of the exhumation site.
- Suitable lifting equipment shall be engaged as necessary to remove the coffin/remains from the grave. Excess soil shall be cleared from the remains/coffin.
- Freshly ground lime and disinfectant shall be used as required.
- The removed remains shall be carefully placed in a container supplied. All other items, which are removed from the grave, shall be treated and disinfected.
- Should any other remains require removal (to attain access) then such remains shall be returned to the grave in the same position.
- All operatives involved with the process shall be supplied with specific PPE (goggles, disposable coveralls, gloves, etc. all of which disposed of following the completion of the procedure).
- Wherever possible, the procedure shall be arranged outside normal hours, seeking to achieve completion, outside the view of the general public.

Cremated Remains

Cremated Remains shall be treated in various manners, dependent upon into which medium the interment is going to be made. This will include into earth, vault or graveled areas; or indeed scattered.

Finance

We are unable to calculate a meaningful figure for the cost of cemetery provision by the council.

The costs of the different functions within the service are contained in the costs of other service areas. For example, the grounds maintenance costs for cemeteries are included in the overall cost of grounds maintenance for the whole contract.

Also, as the environmental services contract is one contract covering both Daventry District Council and Northampton Borough Council, the cost related to each authority area are not separately identified.

As such, there is no figure within the contract price that can be used as the cost of cemetery maintenance.

Question B - Please can you provide details of the health and safety requirements and the financial implications within the Borough’s cemeteries? Please explain.

Health and Safety

The most significant health and safety risks are related to the excavation of graves and the stability of headstones and memorials.

Enterprise has Risk Assessments and safe systems of work in place for all operations that are carried out in the cemeteries. Copies of the Risk Assessments are kept onsite in the cemetery buildings used by the staff.

As an example, a copy of the grave digging risk assessment can be seen below. This format is used for all risk assessments produced by Enterprise.

The management of health and safety, by the contractor, is monitored by the Partnership Unit and the NBC Health and Safety Advisor.

All costs related to health and safety management within the current contract, are included within the overall contract costs. There is no specific cost for health and safety management within cemeteries.

The council fulfills its role in ensuring that health and safety is adequately managed by the contractor, through audits and inspections carried out by the Corporate Health and Safety Department.

Activity Description:		Grave Digging Operations								
ID	Hazard	Adverse Effects	Persons Affected	Control Measures	Con	A	S	L	R with controls in place	T

ID	Hazard	Adverse Effects	Persons Affected	Control Measures	Con	A	S	L	R with controls in place	T
1	Poorly trained operatives	Major / Minor Injuries	Employees / Public	<p>1. All Operatives must attend the Company's Health and Safety Induction prior to commencing work on behalf of the company.</p> <p>2. All Operatives must be briefed on the use of the any hand tools or machinery they are using</p> <p>3. All Operatives must be issued with the GM SIP</p> <p>4. Operatives MUST be made aware of potential risks associated with the use of hand tool and machinery particularly in relation to manual handling issues.</p> <p>5. All persons engaged in grave digging activities must receive the appropriate training before any work commences.</p>	Y	I	U	3	Y	
2	Excavation	Major / Minor Injuries	Employees / Public	<p>All excavations in excess of 0.9m in depth shall be conducted by a minimum of two operatives. If ground conditions are of running sand then two operatives must be present at all times.</p> <p>All excavations shall be suitably supported / shored; the type of shoring will be enforced by the relative clients.</p>	Y	I	U	3	Y	
3	Manual handling	Major / Minor Injuries	Employees / Public	<ul style="list-style-type: none"> • Carrying distances must to be kept to a minimum • Heavy items to be lifted by two operatives. • Ensure that the working area is clear of debris etc. before lifting commences. 	Y	I	U	3	Y	
4	Materials / Spoil too	Major / Minor	Employees / Public	All material and spoil must be kept within the	Y	I	U	3	Y	

ID	Hazard	Adverse Effects	Persons Affected	Control Measures	Con	A	S	L	R with controls in place	T
	close to the side of the excavation	Injuries		working area but away from the excavation. The spoil heap and box must be a minimum of 600mm from the grave edge.						
5	Injury to Third party	Major / Minor Injuries	Employees / Public	Operatives must maintain a safe working distance from third parties (e.g. Members of the public and colleagues) Distances will be determined by ground conditions or weather conditions.	Y	I	U	3	Y	
6	Hypodermic needles & Risk of infection	Major / Minor Injuries	Employees / Public	Should hypodermic needles be discovered within the working area, NO attempt must be made to pick them up. If the hypodermic needles are so positioned as to be hazardous to the individual Stop Work and advise your supervisor Always carry out good hygiene practice e.g. / Washing hands before eating drinking or smoking in order to avoid infection – Toxicariasis and Leptospirosis. Teams MUST always be in possession of a First Aid kit and at least one person within the team to be trained in emergency first aid at work.	Y	I	U	3	Y	
7	Flooding	Major / Minor Injuries	Employees / Public	Pumping equipment installed and used as required, water discharge must be far enough away from the excavation as not to flood other graves.	Y	I	U	3	Y	
8	Biological Hazards	Major / Minor Injuries	Employees / Public	1. Operatives are to maintain a high standard of personal hygiene whilst at work. 2. Operatives are to wear gloves where ever	Y	M	U	2	Y	

ID	Hazard	Adverse Effects	Persons Affected	Control Measures	Con	A	S	L	R with controls in place	T
				possible to prevent cross contamination. 3. Operatives are to be briefed in the content of the Bio-Hazard section of the GM SIP.						
9	Excavation collapse	Major / Minor Injuries	Employees / Public	The excavation shall be shored by a suitable method either of timber / hydraulic support. Should a collapse be evident then work must be stopped and the client and supervisor informed.	Y	M	U	2	Y	
10	Access to excavated grave	Major / Minor Injuries	Employees / Public	All ladders (Aluminium) must be fit for purpose (EN131 Class 1) they must be longer than the excavated grave by a minimum of one meter; operatives must not use the shoring to climb in or out of the excavations	Y	I	U	3	Y	
11	Open graves	Major / Minor Injuries	Employees / Public	All excavated graves must be boarded over when left, this should be achieved with a minimum of a 2.43m x 1.21m x 20mm exterior ply or with 2.43m x 300mm x 38mm soft wood planks strapped at both ends, and closed boarded. A lockable frame and lid may also be used constructed from aluminium.	Y	M	U	2	Y	
Assessor Name:		Sector Consultative Lead – Grounds Maintenance	Signature :		Date :	May 2015				

Key: A=ALARP insert Y or N, S=Severity (T / M / I / S / C), L=Likelihood (HU / U / L / VL / C), R=Risk Classification (1 / 2 / 3 / 4 / 5), T

Question 3 - Please can you provide details of the financial implications around amenities and facilities within the Borough's cemeteries? Please explain.

Currently, there are minimal costs to the council for the provision of amenities in the cemeteries. If the capital costs of the maintenance of items such as footpaths, chapels, walls etc. are accepted as being unavoidable costs, the only amenity cost would be the cost of providing water via the standpipes.

Should amenities such as toilets be provided in the cemeteries, not only will there be the construction and building maintenance costs, but there will also be the costs for staff to replenish consumables (toilet roll, soap etc.) and clean the toilets, seven days per week. There would also be the cost of purchasing the consumables, as well as water and electricity charges.

Question 4 - In your opinion, are the Borough's cemeteries easily accessible? Please provide details. If not, please can you provide suggestions for improvement.

The council's main operational cemeteries are easily accessible to the public, by car or public transport. All of the cemeteries are accessed via main roads and have bus routes that go past them.

However, the locations of the cemeteries within the town, does mean that residents in Eastern side of the town do not have a cemetery local to them.

The current open cemeteries are located in the South (Towcester Road, Great Houghton), West (Duston and Dallington) and North (Kingsthorpe) of the town.

When looking at the future provision of cemetery space, it would be worth looking at the option of a cemetery in the East of the town

Question 5 - Are you aware of the location and the provision of amenities in the Borough's cemeteries? Please provide details.

There are minimal amenities in the town's cemeteries.

At one time, there were toilets in both Kingsthorpe and Towcester Road cemeteries, but due to continued vandalism, the toilets had to be closed. There are now no toilet facilities in any of the cemeteries.

Towcester Road and Kingsthorpe cemeteries both have chapels, which are available for hire for funeral services. There are no toilets associated with the chapels.

All open cemeteries have stand pipes where visitors to the cemetery can obtain water.

Question 6 - Do you have any other information you are able to provide in relation to the Borough's cemeteries?

Since June 2011, Enterprise Managed Services have managed the cemetery service on behalf of Northampton Borough Council. Enterprise is responsible for all aspects of the service, including both the management of funerals and the maintenance of the cemeteries.

The list below shows all of the cemeteries and burial grounds that the council is responsible for.

All Saints Churchyard
All Saints Churchyard Little Billing
Billing Road Cemetery
Collingtree Cemetery
Dallington Cemetery
Duston Cemetery
Great Houghton Cemetery
Holy Sepulchre Churchyard
Kingsthorpe Cemetery
Notre Dame RC Burial Ground
St Andrews Churchyard Great Billing
St Edmunds Churchyard Hardingstone
St Georges Churchyard Wootton
St Giles Churchyard
St John the Baptist Churchyard Kingsthorpe
St Katherine Memorial Square
St Marys Churchyard Dallington
St Marys Churchyard Great Houghton
St Michaels and All Angels with St Edmunds Cemetery
St Peters Churchyard Marefair
Towcester Road Cemetery
Vicarage Lane Burial Ground Kingsthorpe
Weston Favell Cemetery

Although the council is responsible for the maintenance of the above cemeteries and burial grounds, there are only 5 Operational cemeteries. These are Kingsthorpe, Towcester Road, Dallington, Duston and Great Houghton cemeteries.

The management of cemeteries complies with the standards set out in the Code of Practice as described by the Federation of Burial and Cremation Authorities. Grave digging and related works are carried out in accordance with the Institute of Cemetery and Crematorium Management (ICCM) "Code of Safe Working Practices for Cemeteries".



**NORTHAMPTON BOROUGH COUNCIL
SCRUTINY PANEL 1 – CEMETERIES**

27 SEPTEMBER 2017

BRIEFING NOTE: Information for Scrutiny Panel 1 about local authority funerals.

Under section 46 of the Public Health (Control of Disease) 1984, it is the duty of the local authority to cause to be buried or cremated the body of any person who has died or been found dead in their area, in any case where it appears to the authority that suitable arrangements have not been made for the disposal of the body. The legislation empowers the local authority to recover its expenses in arranging a funeral from the estate of the deceased person.

The number of local authority funerals carried out by Northampton Borough Council are detailed in the table below.

Year	Total number of local authority funerals	Number of cremations	Number of burials
2016/17	11	10	1
2015/16	11	10	1
2014/15	17	16	1
2013/14	29	27	2
2012/13	28	26	2

As can be seen from the statistics above, the majority of local authority funerals carried out in the last five years have been cremations. In recent year it has been the normal practice. The costs of burials and cremations are broadly similar and a cremation allows for a service to take place in the chapel at the crematorium rather than at the graveside (which would be the case for burials). The burials that have taken place have been at the request of the Coroner, in cases where the deceased had already purchased a burial plot, where the deceased had religious beliefs that did not allow burial or where practical factors such as the size of the deceased meant that cremation was not possible.

The arrangement of local authority funerals is carried out by a funeral director under contract to the local authority. This contract has recently been re-let and it is possible that there may be a change in the proportion of burials and cremations in future.

Local authority funerals are carried out for a range of reasons. Some of the deceased have no immediate family members or friends who are able to carry out the funerals. In some situations estrangements within families mean that no one is willing to arrange a funeral. Sometimes family members do not have sufficient funds to pay the funeral directors, although social fund payments are available to assist with funeral costs, they do not cover the full cost.

Brief Author

Ruth Austen, Environmental Health and Licensing Manager

Date

4 August 2017



NORTHAMPTON BOROUGH COUNCIL

SCRUTINY PANEL 1 – CEMETERIES

27 SEPTEMBER 2017

BRIEFING NOTE: SITE VISITS TO A VARIETY OF CEMETERIES

IN NORTHAMPTON AND KETTERING

1 INTRODUCTION

- 1.1 At its inaugural scoping meeting, Scrutiny Panel 1 (Cemeteries) agreed that it would undertake a variety of site visits to a number of cemeteries within the town and one cemetery located in Kettering.

2 SITE VISITS

- 2.1 On Thursday 3 August 2017, Councillor Brian Sargeant (Chair) Councillor Vicky Culbard (Deputy Chair), Councillor Dennis Meredith, Councillor Arthur McCutcheon and Councillor Andrew together with Mick Tyrrell, Contract Manager and Tracy Tiff, Scrutiny Officer visited a variety of cemeteries to inform the evidence base of this Scrutiny Review.

2.2 TOWCESTER ROAD CEMETERY



- 2.2.1 The site visit walked around the cemetery noting:

- The cemetery was well maintained and very tidy
- Litter bins and seating is in situ. Most were in very good condition but one required replacing



- The paths and edges were very well maintained
- Some graves had conifers planted on them and other trees which would also grow very large.



- The area of the cemetery dedicated to war graves was immaculately kept.
- The natural area within the cemetery looked a bit over grown, but the Panel understood that it is a natural area.
- The Panel was very impressed by the condition and upkeep of Towcester Road cemetery
- Some of the graves comprised of eight plots and contained a number of monuments.
- The Panel felt that a number of trees in the cemetery at Towcester Road should be removed as soon as possible so that the land could be used fully as burial ground.
- The water tanks were in full working order.



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- The Chapel was locked. The Panel realised that this was due to anti-social behaviour previously taking place but felt it would be useful for consideration to be given to the issuing of a pass or key to visitors to the cemetery.
- There are areas within the cemetery for burials of those of different religions

2.3 DUSTON CEMETERY

2.3.1 The site visit walked around the cemetery noting:

- Duston is a small cemetery but is very well kept
- The original cemetery is now full but there is an extension of 800 plots

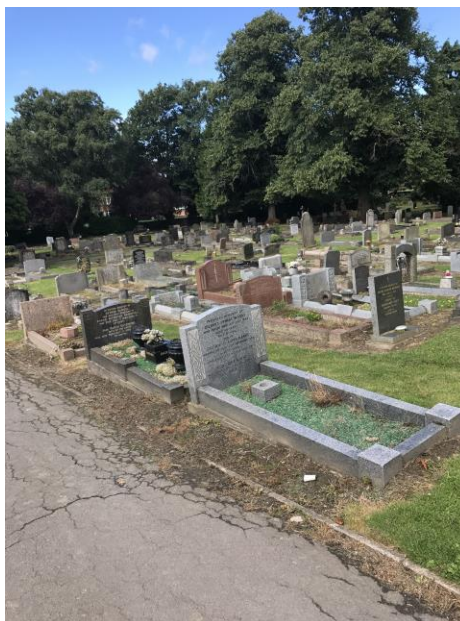


- The edging to the pathways is not as pristine as it was in Towcester Road cemetery
- The water tanks in the extension Duston Cemetery are not plumbed in



- The sign at the entrance to “Duston Cemetery” is obscured by tree growth
- The Site Visit felt that the architecture of Duston Cemetery is austere

2.4 KINGSTHORPE CEMETERY



2.4.1 The site visit walked around the cemetery noting:

- Kingsthorpe Cemetery is the largest cemetery in Northampton which opened in 1899

- There are 38,000 interments over approximately 19,000 grave spaces
- Approximately 1000 new designated grave spaces (not including possible Goat Field expansion)
- There are spaces for further graves in the extension
- There were toilet facilities in this cemetery but they had been vandalised and burnt down
- The water tanks are in working order
- Litter bins and seating is situated around the cemetery
- It is very tidy and well-kept cemetery
- The footpaths are in need of repair



- The grounds of the cemetery are pleasant with nice flowers and trees planted



- Vaults and the mausoleum is located in Kingsthorpe cemetery



2.5 CREMATORIUM AND CEMETERY - KETTERING

2.5.1 The site visit walked around the cemetery noting:

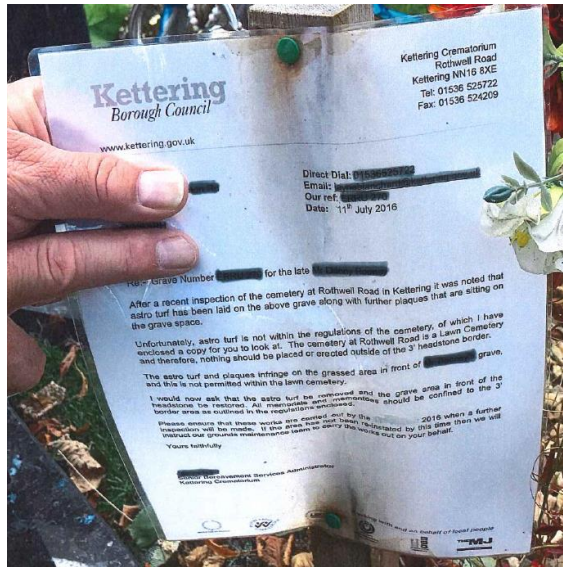
- Toilets are available on site but are only open when the crematorium is in use. The crematorium has full time staff employed.
- There is clear signage within the cemetery:



- Cemetery regulations are clear and on display



- Should plot owners not adhere to the rules a notice is put up next to the plot informing them of this



- Memorial testing takes place and visitors are informed of this



- Rules regarding the scattering of ashes are clearly communicated:



- The cemetery is very well maintained and is a fully functioning cemetery.
- There are a number of flower displays around the grounds of the cemetery. Shrubs were very well maintained with evidence of summer pruning

3 CONCLUSIONS

3.1 The Site Visit concluded that:

- 3.1.1 The cemeteries visited were all of a high standard and were well maintained.
- 3.1.2 The paths and edges in Towcester Road Cemetery were pristine.
- 3.1.3 One of the litter bins, as located in Towcester Road Cemetery, as detailed in paragraph 2.2 of this briefing note requires replacing.
- 3.1.4 The Site Visit was concerned that some of the graves located in Towcester Road Cemetery had trees planted on them.
- 3.1.5 A potential recommendation of the final report was suggested – some of the trees in situ in Towcester Road Cemetery are removed as soon as possible.
- 3.1.6 A potential recommendation of the final report was suggested – consideration is given to the issuing of key passes to the Chapel in Towcester Road Cemetery.
- 3.1.7 A potential recommendation of the final report was suggested – the water tanks located in the extension at Duston Cemetery are plumbed in as soon as practicable.
- 3.1.9 A potential recommendation of the final report was suggested – the trees that are obscuring the sign at the entrance to Duston Cemetery are pruned as soon as possible.
- 3.1.10 Some of the footpaths and road way in Kingsthorpe Cemetery is in need of repair. A potential recommendation of the final report was suggested - those footpaths and roadways in Kingsthorpe Cemetery that are in need of repair, are repaired as soon as possible.
- 3.1.11 The Site Visit was impressed by the clear and well worded signed located at Kettering Crematorium and Cemetery. A potential recommendation of the final report was suggested – Signage, similar to that located at Kettering Crematorium and Cemetery, as detailed in paragraph 2.5 of this briefing note is implemented in Northampton’s cemeteries. Signage to be made of similar material to that of the signage at Kettering Crematorium and Cemetery and be installed onto plinths for easy maintenance and cleansing.

Brief Author: Tracy Tiff, Overview and Scrutiny Officer

Date: 4 August 2017



NORTHAMPTON BOROUGH COUNCIL

SCRUTINY PANEL 1 – CEMETERIES

27 SEPTEMBER 2017

BRIEFING NOTE: RELEVANT LEGISLATION

1 INTRODUCTION

1.1 At its inaugural scoping meeting, Scrutiny Panel 1 (Cemeteries) agreed that it would receive details regarding relevant Legislation regarding cemeteries.

1.2 Short summaries of the key points of the Legislation, for consideration by the Scrutiny Panel at its meeting on 27 September 2017, are:

- Legislative background - Cemetery and Crematorium Regulations, Local Authorities Cemeteries Order 1977, Cremation Act 1902
- Cemetery and Crematorium Regulations

2 Relevant Legislation

2.1 Legislative Background

The provision of cemeteries and crematorium is not a statutory duty of a local authority.

Under Article 2 of the Local Authorities Cemeteries Order 1977 (LAC 077) a local authority may provide and maintain cemeteries inside or outside its area. The order sets out the general parameters under which municipal cemeteries operate. The order allows considerable management discretion and regulates matters such as:

- Provision of chapels, mortuaries and biers;
- Plans and records keeping, registration of burials and disinterment, and storage of records;
- Grant of exclusive rights, rights to erect memorials and agreements for maintenance of graves and memorials;

- Fees and charges;

- Maintenance, including removal or memorials;
- Depth of burial and special provisions in relation to walled graves and vaults; and
- Offences and penalties.

The legislation requires that a Local authority must keep in good repair any cemetery that they are responsible for, together with the walls, buildings and fences thereon and any other buildings provided for use therein. Section 4 of the Cremation Act 1902 provides that a Burial Authority may provide anything ancillary or incidental to the provision of cemeteries and this shall be deemed to extend to the provision of crematoria. The 1902 Act also allows local authorities to charge such fees as they see fit, and requires the keeping of registers and plans of sites

2.2 Cemetery and Crematorium Regulations

2.2.1 Local Authorities can introduce cemetery and crematorium regulations and details of those introduced by Northampton Borough Council are provided at agenda item 9 of the meeting.

Brief Author: Tracy Tiff, Overview and Scrutiny Officer

Date: 7 August 2017



Cemetery Fees 2017 -2018

Working in partnership with

Enterprise

Northampton

Activity	Basis	£	
		Northampton Borough Resident	Non Resident for more than 5 years
Grant of Right			
	Adult Grave for 1 – 5'6	£454.31	£908.62
	Adult Grave for 2 – 6'6	£524.77	£1,049.54
	Adult Grave for 3 – 7'6	£596.28	£1,119.56
	Child	£90.44	£180.88
	Cremated Remains	£171.42	£342.84
	Mausoleum	£4,149.79	£8,299.58
	Vault	£909.68	£1,819.36
Interment Fee			
	Grave depth 7'6	£568.94	£1,137.88
	Grave depth 6'6	£497.43	£994.86
	Grave depth 5'6	£454.31	£908.62
	Child up to 12 Years	£71.51	£143.02
	Still Born – 1 Month	No charge	No charge
Vault	Second interment	£428.02	£856.04
Ashes	Cremated Remains	£171.42	£342.84
	Scattering of Ashes	£24.19	£48.38
Memorial Erection Rights			
	Headstone - Adult	£123.04	£246.08
	Headstone – Child	£32.60	£65.20
	Vase – Plain	No charge	No charge
	Vase – Inscribed	£57.85	£115.70
	Kerb set only	£185.09	£370.18
	Kerb set and headstone	£307.08	£614.16
	Memorial Tablet (C/R)	£57.85	£115.70
	Grave Number Marker	£16.83	£33.66
	Additional Inscription	£43.11	£86.22
	Permanent Grave Number Marker	£26.30	£52.60
Chapel Fee			
	30 minutes	£71.57	£143.14
	60 minutes	£143.14	£286.28
	Winter fuel charge	£8.68	£17.36
Searches			
	Search Fee – Small	No Charge	No Charge
	Search Fee – Medium	£27.11	£54.22
	Search Fee – Full	£72.65	£145.30

A Guide to Northampton Borough Council CEMETERIES

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Kingshorpe Cemetery early 1900's



If you require a large print version of this booklet
please contact:

Cemeteries Office
Enterprise Managed Services
Westbridge Depot
9 - 13 St James Mill Road
Northampton
NN5 5JW

Telephone numbers:- 01604 593412

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Bereavement Advice

Institute of Cemetery and Crematorium Management www.iccm-uk.com
The Website also contains information on a Living Will, the importance of Will writing and advice on the Natural Death Centre.

Age Concern www.ageuk.org.uk

www.crusebereavementcare.org.uk

The Bereavement Advice Centre www.bereavementadvice.org/index.php

Survivors of Bereavement by Suicide (SOBS) www.uk-sobs.org.uk

Stillbirth and Neonatal Death Charity www.uk-sands.org

When will I be able to arrange a memorial onto a full size grave?

We recommend that a memorial is not to be erected on any full size grave for a period no less than 8 months. For further information please contact a registered stonemason who can give you expert advise on this matter.

Why is a memorial permit required?

Prior to a memorial being erected on a grave space, the written authority of the owner of the grave must be given on a permit form authorising the proposed erection. Memorials need to conform to cemetery regulations with regard to size fixings, and inscriptions.

Charter for the Bereaved

Northampton Borough Council and Daventry District Council are working in partnership with Enterprise Managed Services and have adopted the Charter for the Bereaved issued by the Institute of Burial and Cremation Management (ICCM).

The Charter guarantees 33 rights to burial and these are integrated into the services outlined in this leaflet.

Members of the public can be assured that an authority that has adopted the Charter is committed to providing excellent service designed to meet their needs. The Charter is a commitment to improving the service by confirming rather than disguising the death experience and reducing ignorance.

It defines the rights of every individual who experience bereavement, and gives the bereaved greater influence over the arrangement of a funeral.

An annual assessment ensures that the service keeps improving and raising it's standards, and allows it to be ranked against other services throughout the country. Please see link below for more information.

www.iccm-uk.com

If you require a copy of the Charter, please refer to the **contact information section** of this booklet.



Cemetery Services

The seven Northampton Borough cemeteries which serve the Community are:

- **Kingsthorpe Cemetery** (Harborough Road NN2 8DU)
- **Dallington Cemetery** (Harlestone Road NN5 6AB)
- **Towcester Road Cemetery** (Towcester Road NN4 8LS)
- **Duston Cemetery** (Berrywood Road—Westfield Road NN5 6RB)
- **Weston Favell Cemetery** (Graspin Lane NN3 3BU)
- **Great Houghton** (Cherry Tree Lane NN4 7AT)
- **Billing Road Cemetery** (Billing Road NN1 5DE)

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Contact Information

All correspondence should be directed to:-

Cemeteries Office
Enterprise Managed Services
Westbridge Depot
9 - 13 St James Mill Road
Northampton
NN5 5JW

Telephone numbers:- 01604 593412 or 593414

Email Address:- Cemeteries@enterprise.plc.uk

Fax:- 01772 699661

The Cemeteries Office is open

Monday - Friday 8.00am - 3.30pm

Frequently Asked questions

The Exclusive Right of Burial states two burials and I now want more than two full body burials to take place in the grave.

When a grave is purchased for burials, the depth requested at the time of a funeral denotes how many full body burials may take place. There is a legal requirement as to how much earth must be left between coffins and from the top of a coffin to ground level, so it is not physically possible to incorporate changes to the amount of full body burials into the grave after the first interment has taken place within the grave.

I own the grave, can anyone else be buried in it if I don't give permission?

No graves cannot be opened without the permission in writing on the Council's Indemnity form from the owner of the 'Exclusive Right of Burial'. The only exception

Why are graves so deep? (it's distressing to see the coffin go down so deep)

Graves need to be deep enough to allow not only for the depth of coffins/caskets that will be buried but also to accommodate legal requirements of undisturbed earth to be between each coffin and the amount of earth from the last interment to ground level.

When are graves filled in?

Graves are prepared for burial as least one full day before the funeral and are covered overnight. The ICCM Guiding Principles for Burial Service states that immediately after mourners have departed the graveside, the grave shall be entirely back-filled and made tidy.

Why can't I have what I want on the grave?

When a new grave is purchased it is not the ownership of land itself that is purchased, but the rights to have burials take place in that grave. These rights are sold, or to more correct 'granted' together with the rights to erect a memorial on the grave in accordance with the rules and regulations of Northampton Borough Council.

Floral Tributes

After the funeral the Cemetery Operatives will place the floral tributes on the grave. They will remain there until the family remove them or after three weeks when they will be removed by the Cemetery Operatives in order to maintain the grave. This will be done without notification to the grave holder.

Donations of Benches

We receive many requests from families to place a memorial bench close to where a loved ones grave is situated, however due to over demand we are no longer accepting requests for bench placement.

Vehicles

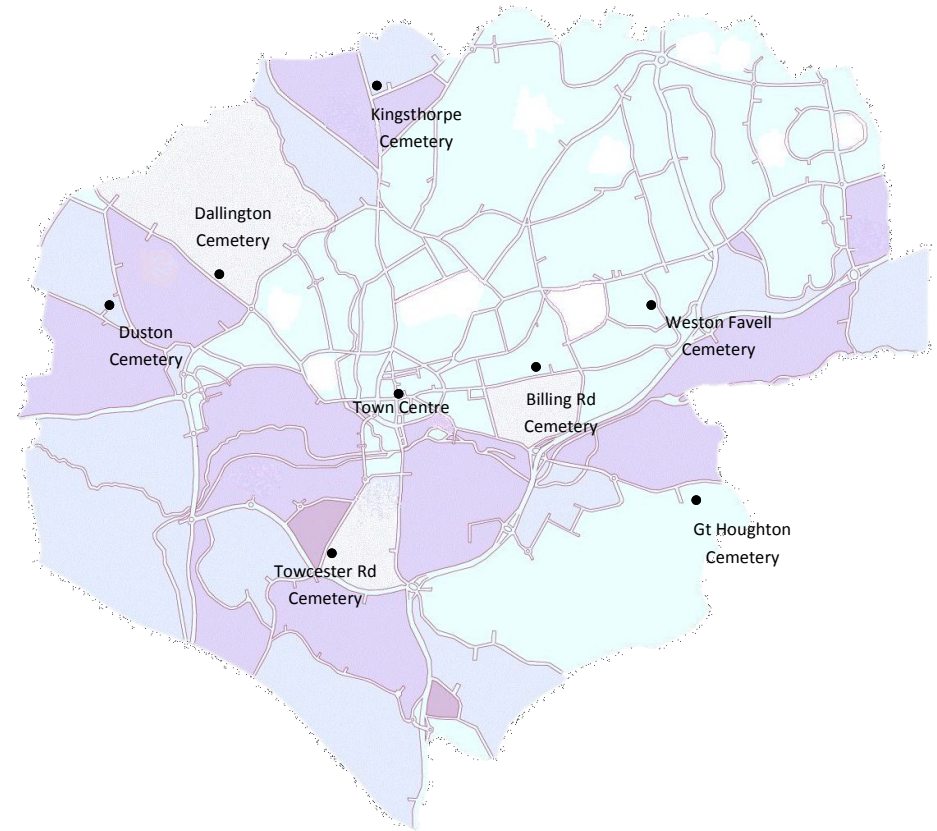
- Any vehicle entering the cemetery must travel at no more than 10mph.
- Visitors must not park in such a way as to block other vehicles.
- Vehicles may not be driven on to footpaths or over graves.
- Vehicles must be removed from an area of an upcoming funeral in order to keep access clear for the funeral corteges.
- Please be advised that on large funerals access to vehicles maybe restricted.

Nuisance and Damage

Every person in a cemetery shall avoid causing any disturbance or damage therein and leave the cemetery in a satisfactory condition. Any person whose conduct in the opinion of the Cemetery Supervisor(s) or whose actions are likely to impede the proper management of the cemetery or who infringes any foregoing rules may be asked to leave the cemetery.

The Council/Contractor reserves the right to act upon and rectify any breach of the rules and regulations contained herein.

Northampton Borough Council Cemetery Locations



Making arrangements

This booklet has been designed to assist you in making difficult choices, by explaining the services offered and sets out what kind of service you can expect from the council/contractor who manage the cemeteries. It explains what your legal responsibilities following the burial towards both the council and the contractor and other users of the cemeteries.

The vast majority of burials are arranged through a funeral director.

Funeral Directors are professionally trained to help you through the process of a funeral and have a great deal of experience and knowledge that families can draw upon when deciding how to proceed. They also co-ordinate your chosen arrangements to ensure that they go smoothly for you, this can be a great comfort to a grieving family.

If you do decide to involve yourself in part of the arrangements, it is most important that you keep your funeral director informed of any decisions you have made.

We will always do our best to advise you but regret we cannot act as a funeral director on your behalf.

Choices

The type of grave required is stated on either the interment or pre-purchase form, this is the Council/Contractors form on which all arrangements are made.

Following receipt of this form, we the contractor will follow the instructions contained in it and any future matters concerning the grave will be addressed to the applicant either in person or through their Funeral Director or other representative.

The following types of graves may be chosen dependant on cemetery.

Initially you will be required to make two choices.

- Whether you want a purchased or an unpurchased grave.
- Whether the grave is to be located in a lawn area, kerb area, green burial area, garden of rest, vault or mausoleum.

Memorial trees inclusive of all conifers may not be planted in any section of the cemetery as they soon outgrow the area and encroach on adjoining graves including the displacement of own and other memorials.

Memorials

Only Memorial Masons that are registered with the Council's/Contractor's scheme are permitted to carry out works on memorials new and old within the Borough Cemeteries and only after such time that authorisation has been granted.

Please ensure that authorisation has been granted before any purchase or manufacture of a new memorial has been made

The memorial mason must obtain permission from the registered owner of the 'Exclusive Right of Burial' to carry out any works. This is normally provided on the Council/Contractor Memorial Application Form. Inscriptions are vetted and memorial size restrictions may apply. The Council/Contractor welcomes diversity of expression in memorials, provided that they do not offend or affect the rights of other cemetery users. The Council/Contractor may refuse applications if thought to be unsuitable. All registered stone masons are familiar with the rules and regulations for each of the cemeteries and can offer expert advice.

Maintenance of Memorials

It is the responsibility of the owner to contact a registered stonemason to carry out repairs to any memorial and to ensure it is maintained in a safe condition.

Over time memorials may become unstable because of subsidence, weathering, or failure of materials.

Although memorials are the owners responsibility, the Council/Contractor has a duty of care to maintain a safe environment for members of the public and for its own staff. In extreme circumstances the Council/Contractor is empowered to take action to neutralise any immediate danger created by a memorial without seeking the owners consent. This will normally mean providing temporary supports, but may in extreme circumstances involve the laying down of a memorial. A letter would then will be sent to the address of the grave owner informing them of any action that has been taken and to request that they contact a memorial mason to re-fix the memorial to current NAMM standards.

Green/Woodland Burial Area

A Specific area in Kingsthorpe Cemetery has been dedicated for green/woodland burials. Families have a choice of graves available, there are only a limited number of graves suitable to have a tree planted.

Only Cardboard coffins, wicker coffins and bamboo coffins, are to be used in this area. No other type of coffin will be permitted.

Each grave is for one burial only and additional graves may be pre-purchased.

The following items will not be permitted in the green/woodland area: pots, tubs, lights, lanterns, fences, pebbles and conifers.

Natural wood markers may be purchased but the plaque must not exceed 8x6 inches and must contain text only etched into the wood. no border, designs, or images will be permitted.

Temporary markers are permitted however they must conform within the overall dimensions of 18 inches in length (with at least one third positioned in the ground) equalling 12 inches tall, a plaque can be fixed to the marker but must not exceed the dimensions of 8 inches in width and 4 inches in height.

The Council/Contractor reserves the right to remove the marker from the cemetery if a marker does not conform to the measurements stated herein.

Care of Graves

All graves, vaults, mausoleum, and memorials shall be kept in good condition.

The grave holder, except those in lawned sections may plant small shrubs, all families are welcome to place flowers and or wreaths.

The Council/Contractor reserves the right to prune, cut down, dig up, or remove and dispose of any shrub, tree, plant or flower at any time, when in its opinion the same had become unsightly, overgrown or when necessary for the purpose of allowing a grave to be reopened.

The planting of small hardy plant, flowers, or rose bushes is allowed subject to prior approval of the cemetery supervisors.

Glass containers and china are not recommended as they shatter when water contained within them freezes. They are also a hazard to the Cemeteries Operatives when carrying out maintenance.

Any broken glass, china, plastic containers and or memorabilia will be removed from the cemetery without notification.

In lawn sections of the cemeteries placement of fences and edging and pebbles is not permitted.

An Un-purchased Earthen Grave (Public grave)

We will carry out burials in un-purchased graves, only the fee for excavating the grave will be charged.

You should note however that the grave may already have someone else buried in it and further burials may take place there at anytime in the future. You may choose which cemetery dependant on availability, but the Cemetery Supervisor will select the grave. It will not be possible to arrange the burial of another family member in the same grave and the family has no right to place a memorial on an un-purchased grave.

Purchased Earthen Grave

Graves may be purchased in any of the listed cemeteries dependant on availability. The fee for purchasing the grave is in addition to the fee for interment in the grave.

The purchaser will then be issued with a Deed which grants 'The Exclusive Right of Burial' to the person named upon it for a set period of 100 years.

An Existing Family Grave

If you or another member of your family have already purchased 'Exclusive Right of Burial' in a grave, the council/contractor will carry out a burial there upon receipt of a written request from the person named in the grave register as the owner (normally obtained by the funeral director on the council's indemnity form).

Pre-Purchase of Graves

If you wish to pre-purchase a grave, please contact the Cemeteries Office for a pre-purchase form. Should you wish to choose a plot in any of the available cemeteries a cemetery supervisor will be happy to meet you to discuss your requirements.

Depth of Grave

The Council/Contractor will open a new purchased grave to accommodate one, two or three full burials wherever possible. You must tell the Funeral Director/Contractor the number of burials that will be required at the time of the first burial on the interment form. The law does not permit the council/contractor to carry out burials unless the prescribed depth can be achieved in the grave.

Choice of Section

The Council/Contractor reserves the right to designate areas of the cemeteries for burial of adults, children, cremated remains, and to declare certain areas as 'lawned' where the type of memorial that may subsequently be erected, is restricted.

Serious thought should be given to the type of memorial and aftercare you want for the grave. You can obtain advice and assistance in making this decision by contacting the Funeral Director and/or the Cemeteries Office.

The cemeteries are laid out in areas called sections, the choice of sections are;

- Lawn Section
- Kerb Section
- Garden of Rest
- Children's Section
- Vaults
- Mausoleum
- Green Section
- Sections by Religious Preference (Restricted)

Lawn Sections

To facilitate maintenance and to keep the cemeteries looking their best for all to appreciate, it is the Council's Policy to maintain all new sections of the cemeteries as lawn.

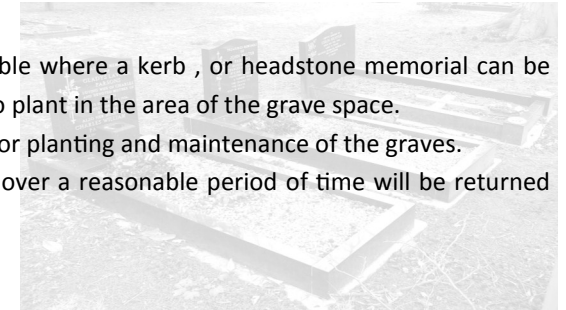
Where a burial takes place in an area maintained as a lawn section, the grave would be reinstated to grass. Planting of flowers and bulbs in the prepared border area is welcomed. Extending the border into the grassed area is not permitted. Placement of memorial trees, fences, edging, and pebbles are not permitted within lawn sections of cemetery. Placement of shrubs, plants, flowers, wreaths, vases, jars, or other such receptacles shall not be placed on the turfed or seeded area which shall in all respects and at all times be left clear. All such objects will be removed without notification and placed within the border.

Kerb Sections

Graves in this section are available where a kerb, or headstone memorial can be erected. Families are welcome to plant in the area of the grave space.

The grave holder is responsible for planting and maintenance of the graves.

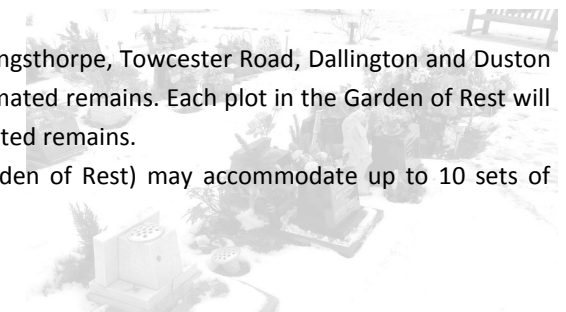
Graves that are not maintained over a reasonable period of time will be returned to grass.



Garden of Rest

There are designated areas in Kingsthorpe, Towcester Road, Dallington and Duston Cemeteries for the burial of cremated remains. Each plot in the Garden of Rest will accommodate two sets of cremated remains.

A full size plot (not in the Garden of Rest) may accommodate up to 10 sets of cremated remains.



Children's Section

Children's sections are available at Kingsthorpe, Towcester Road, Dallington, and Duston Cemeteries, with plots exclusively for children up to 12 years of age. In Kingsthorpe, Dallington and Duston Cemeteries children's sections are maintained as a lawned area, whereas at Towcester Road Cemetery the children's area is maintained as a kerbed section. If parents or guardians wish to eventually be buried with a child, an adult grave in either the lawn or kerb section should be chosen. If parents or guardians wish to be cremated a child's grave can accommodate up to six sets of cremated remains.

Vaults

There is an area in Kingsthorpe Cemetery designated for burials in a concrete vault. A vault is a chamber that holds a maximum of two coffins.

Mausoleum

There is an area in Kingsthorpe Cemetery designated for burial in a mausoleum chamber.

A mausoleum consists of a number of single chambers built above ground, these are for a single burial per chamber, but additional chambers may be pre-purchased.