

Norwich City Council

SCRUTINY COMMITTEE

Meeting to be held on 24/06/2010

Future Burial Provision for Norwich City: Report of Task & Finish Group.

Contact Details:-

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Scrutiny Task and Finish Group report and recommendations: Future burial provision for Norwich City

Background

1. In April 2009 Scrutiny Committee considered a report in relation to the future burial provision for Norwich City. (Appendix A)
2. The report outlined the options for the provision of future burial space for the City of Norwich, and additionally made recommendations to improve the day to day management of the cemeteries.
3. The options outlined were:
 - A Continue existing burial service, utilize spare capacity then manage the closure;
 - B Proactively redevelop and maintain the burial grounds (see D below);
 - C Cease the burial service (close the cemeteries);
 - D Redevelop the cemeteries (i.e. reuse of existing plots).
4. In relation to improving the day to day management of the cemetery the following were agreed:
 - i. To maximise the remaining burial space a plot is only sold in conjunction with a planned funeral;
 - ii. The plot is sold for a minimum of 4 interments; and
 - iii. Two areas for the interment of cremated remains will be developed in Rosary cemetery.
5. To consider the options fully a Task and Finish Group was established at the Scrutiny Committee meeting in July 2009, it was agreed that the group would explore the following options and report back on the following:
 - i. To work with an external service provider for the city's future burial provision whilst maximising our existing grave space in each cemetery then managing their closure;
 - ii. The provision of burial space by an independent service provider;
 - iii. To reuse the existing burial space; and
 - iv. The provision of a new Council owned cemetery.
6. To progress partnership working (iii above) a meeting took place in September 2009 with representatives of Dignity Funerals Ltd, Colney Wood Burial Park and the Norwich Funeral Directors' forum.

7. Subsequent to this meeting, the Regulatory Services Manager met individually with Dignity Funerals Ltd, Colney Wood Burial Park, Broadland and South Norfolk Councils to explore the potential development of new burials sites and their locations.
8. Table 1 summarises the key issues of the options review:

Table 1: Review of Options:

Option 1: To work with an external service provider for the city's future burial provision whilst maximizing our existing grave space in each cemetery then managing their closure.

Pros	Cons
Retains the burial option for Norwich citizens for the immediate future.	The amount of burial space is finite.
Recent budget review exercise will reduce operational costs.	Unknown financial investment necessary
Income from burial provision retained	Continuing cost to carryout memorial risk assessment surveys and remedial works.
Addresses the needs of certain race funerals where cremation is not an option.	
Dignity Funerals Ltd and Colney Wood Burial Park have expressed interest in working with NCC to maximise the remaining burial space at both NCC cemeteries	
Potential to increase grave space by reviewing existing cemeteries and considering above ground mausolea	Financial investment would be required, but ultimately the burial space is finite.
	On closure there will be a continuing requirement to provide a burial service where there are existing burial rights once cemetery closed.
	- Independent service provider fees are likely to be variable. - Future burial provision likely to be provided outside of the City boundary.
	Loss of income once NCC cemeteries close

Option 2: The provision of burial space by an independent service provider.

Pros	Cons
▪ Retain the burial option for Norwich citizens for the long term future.	▪ Income will be lost and there will be an annual grounds maintenance costs for the closed cemeteries.
▪ Budget savings will be made in relation reduced staff costs.	▪
▪	▪ On closure there will be a continuing requirement to provide a burial service where there are existing burial rights once cemetery closed.
▪	▪ Independent service provider fees are likely to be variable.
▪	▪ Future burial provision likely to be provided outside of the City boundary.
▪	▪ 3/4 years start up time.
▪	▪ Existing private burial provision is already at a premium.

Option 3: To reuse the existing burial space.

Pros	Cons
Retain the burial option for Norwich citizens for the long term future within the City boundary.	
To reuse existing burial space after 100 years in accordance with Government proposals.	April 2009 the Government announced that this is not the most appropriate time for taking this matter forward.

Option 4: The provision of a new Council owned cemetery.

Pros	Cons
▪ Retain the burial option for Norwich citizens for the long term future.	▪
▪	▪ Significant financial investment would be necessary (purchase of land, planning application and provision of infrastructure e.g. roads buildings drainage utilities).
▪	▪ NCC does not own land suitable for this purpose therefore the cemetery would be outside of the City boundary.

Additional Information:

Option 2: The provision of burial space by an independent service provider.

1. The fees charged by independent service providers are variable and a review of the fees for the local service providers was undertaken where the information was available.
2. The fees for Sprowston Parish Council cemetery are higher than the Council's fees for the interment of non-parish residents but overall less than our fees for residents of the area and the purchase of exclusive rights of burial for both resident and non-resident. Fees for both Norwich City and Sprowston Parish Council are attached at Appendix B.
3. The fee at Earlham for a cremation is £578.
4. The interment of cremated remains and the purchase of exclusive rights to burial for cremated remains are £105 and £380 respectively in our cemeteries. However, these figures vary with an independent service provider depending upon the requirements of the customer.

5. The fee at Colney Woodland Burial Park for the cost of a grave including interment fee and the use of the chapel for a service is £2,395, although this is under review and may be reduced in the future. However these figures will vary dependent upon the requirements of the customer.
6. In relation to the payment for a funeral, enquiries have shown that funeral directors often have finance schemes available which allow the cost of the funeral to be paid over a set period of time.
7. The option to use one of the churchyards in the surrounding area is currently only available for those who live in the parish.

Option 4 The provision of a new Council owned cemetery.

1. Initially consideration was given to potential sites within the city boundary and Lakenham common (Harford landfill site) was identified but currently not taken forward due to the continuing emissions of landfill gas.
2. More recently, the Head of Assets and City Management has indicated there may be land at Mousehold and land under the flight path to the airport, the latter being jointly owned by Norwich City and the County Council. Although these will be reviewed again in the future, currently it is not proposed to take these forward due to the financial cost of their development. (see below)
3. Although the provision of a new Council owned cemetery was not considered to be financially viable at this time, the Task & Finish Group requested that basic financial information be provided in relation to land purchase, infrastructure costs and fee levels necessary to recover the investment. The following figures are base on developing a new cemetery the same size as Earlham i.e. 35 acres (14.17 hectares).
4. The value of farmland is currently in the region of £6000 per acre, although obviously this figure will change where there are development opportunities or has some special location or purchaser significance e.g. land near to the greater Norwich development zones. Pro rata 35 acres (14.17 hectares) would be in the region of £210,000, although there is currently 15 acres of land at Thorpe on the market at £150,000.

5. Planning permission will be required for the change of use and this would be made through the local authority. The cost of making the planning application will be £170 per 0.1 hectare (£1700 per hectare), a total of £24,089. (This does not take into account the preparation of the application and plans).
6. The cost of developing the infrastructure (roads, lighting office facilities) is in the region of £350,000
7. The cost of the building regulations application fee will be circa £1,000. (This does not take into account the preparation of the full plans application).
8. The overall cost of the project would be in excess of £0.5M.
9. The financing of a new cemetery would require a fully costed business plan to be developed. There are two basic financial options: first, as the life of the cemetery is of a long duration, the financials are likely to be based on a long term loan with the repayments being fully funded by the income from the cemetery once in use, or secondly rather than a long term loan the duration is shortened and so that future income will be available for refurbishment, repairs, maintenance etc. This however is a matter for consideration and recommendation by the Head of Finance.

Conclusions and Recommendations:

Option 1: To work with an external service provider for the city's future burial provision whilst maximizing our existing grave space in each cemetery then managing their closure.

The continuation of the existing burial service and maximizing the existing grave space, then managing the closure of the cemeteries is a viable short term option. In particular the offer from Dignity Funerals Ltd and Colney Woodland Burial Park to work with the Council to maximise our remaining burial space may extend the life of the cemeteries.

The provision of burial space for the City of Norwich by working with independent service providers on the closure of the NCC cemeteries is a potential option although in the immediate future this would be in the main through the interment of cremated remains as the land currently available for full interments is at a premium. However, there are external providers who are interested in developing new burial sites outside of the City boundary and the Council has already met with two interested parties, and entered into discussions with Broadland and South Norfolk Councils to explore the potential development of new burials sites and their locations.

Recommendation:

Option 1, including the exploration of working with external professional advisors to maximise the existing burial space in our cemeteries and working with external service providers to develop future burial provision is taken forward at this time.

Option 2: The provision of burial space by an independent service provider.

The provision of burial space for the City of Norwich solely by independent service providers on the closure of the NCC cemeteries is a potential option although this in the main would be through the interment of cremated remains as the land currently available for full interments is at a premium. There are external providers who are interested in developing burial sites outside of the City boundary but these proposals are unlikely to come to fruition for several years.

Recommendation:

Option 2 is kept under review as a potential future option.

Option 3: To reuse the existing burial space.

The reuse of the existing burial space is not an option legally available at present following the Government's decision to suspend taking this matter forward at the present time.

Recommendation:

Option 3 is kept under review as a potential future option.

Option 4 The provision of a new Council owned cemetery.

The provision of a new Council owned cemetery is not considered to be financially viable at this present time.

Recommendation:

Option 4 is not taken forward at this time but kept under review as a potential future option.

Background

1. The Corporation of Norwich opened Earlham Cemetery in 1855 and the Rosary Cemetery was opened in 1821 as a private venture.
2. An outline of the current legal provisions and the background history to each cemetery is provided in Appendices 1 & 2.

Current Position

Earlham Cemetery

3. Earlham is the primary burial site for Norwich, and there are currently circa 1469 plots remaining.
4. The demand for interments is on average 300 per annum therefore with careful management and development of overgrown areas, the remaining plots will satisfy current demand for 3-4 years (2013)

Rosary Cemetery

5. Rosary is no longer considered a primary burial site, with considerable importance now being placed on its historical value and content.
6. The remaining space is minimal, although this has been extended by utilising land not originally designated for burials..¹
7. The demand for interments is on average 15 per annum therefore with careful management the remaining plots will satisfy current demand for next 3-4 years (2013).

Burial Provision (Greater Norwich)

8. In the longer term, our boundary may be extended to include land currently in Broadland and South Norfolk Councils' areas.
9. However, a recent survey of the area likely to be incorporated into the proposal for a unitary Norfolk authority may include two existing cemeteries, Colney Woodland Burial Park which is privately owned and Sprowston Cemetery which belongs to the parish council. The latter is a 6 acre civil site and the parish council is currently negotiating to purchase a further 6

¹ Area of land is an infill site, which may not allow the full area to be utilised

acres to cope with the current demands.

10. The remainder of the burial provision in these areas is in the form of churchyards.
11. However, the extended boundary will allow land to be purchased away from the more expensive development areas (subject to planning permission).

Planned regeneration, development and growth in Greater Norwich

12. In the Regional Spatial Strategy, the government sets ambitious requirements for new homes in Greater Norwich up to 2026. Within Greater Norwich (the districts of Broadland, Norwich and South Norfolk) the 'Joint Core Strategy' is being prepared to will set the framework for this regeneration, development and growth. As well as homes already allocated or with planning permission, land for a further 26,000 new homes still needs to be found in the Norwich Policy Area (which includes the built up area of urban Norwich and its suburbs, including Wymondham and Long Stratton).
13. The effect of this level of growth on the population of the Norwich Policy Area would see the population rise from the current 230,000 to a projected 280,000 by 2025.
14. The Joint core Strategy relies on a substantial evidence base which includes an assessment of the infrastructure needed to support new and existing communities. A full understanding about what, where, when and the costs of different infrastructure is still evolving. For the purposes of this CMT report, it is suggested that future burial provision should be one of the infrastructure requirements that need to be planned as part of this strategic planning process.
15. Land for burial provision may be allocated through the local development framework and if CMT may decide to pursue this through planning officers working jointly, and may also wish to raise this at strategic director level through the Greater Norwich Development Partnership.

Future Provision for Burial Services

16. The capacity of each cemetery to meet the City's needs has been reviewed each year. In July 2007, the review indicated that Earlham has provision for approximately the next 4 years and Rosary 5.²
17. In view of the limited number of plots remaining, it is appropriate to again consider the future of each cemetery and the Council's role as a Burial

² This is subject to no major incidents taking place, for example Influenza Pandemic.

Authority.

18. Appendix 3: Plans A & B (Earlham and Rosary Cemeteries respectively) show current usage and capacity.

19. The options are:

E Continue existing burial service, utilize spare capacity then manage the closure;

F Proactively redevelop and maintain the burial grounds (see D below); and

G Cease the burial service (close the cemeteries).

20. In addition to these there are the following further options:

H Redevelopment (reuse) of the existing plots. It is currently the Government's intention to introduce measures (using powers under the Deregulation and Contracting Out Act 1994), which will allow the reuse of burial grounds after a suitable lapse of time. (suggested period is 100 years)

This adoption of this proposal on the information available would be administratively burdensome on the Burial Authority, as we will need to consult with the families of each plot, who will have the right to defer the reuse of their relatives' grave for a further generation if they wish.

However, both cemeteries have a considerable number of graves over 100 years old, therefore if the Government uses its power under the Act this would need to be considered further.

I Purchase land and provide a new cemetery for the City (through the GNDP).

This option will address the future demand for the City, including the additional demand through unitary status when the catchment area increases. If this option is developed, further consideration will need to be given to purchasing within the existing city boundary and perhaps considering the creation of a woodland burial site or purchasing land in the greater Norwich area, although precisely what may be available will not be known until the boundary review has been completed.

However, either option may involve the cost of purchasing the land as well as the additional running and maintenance costs on top of the existing cemeteries, which although closed will still need to be maintained.

Current Burial Trends

21. The demand for interments in Norwich over the past 4 years is on average 300 per annum, although this number has been falling each year with 240 interments taking place in 2008.
22. This down turn indicates that we are starting to follow the national trend which shows a reduction in the number of interments, with 72% of all funerals now resulting in cremation. Appendix 4 gives some comparator figures.

Action Plan

The following actions are proposed in relation to each option:

A Continue existing burial service, utilize spare capacity then manage the closure

Issues:

1. The Council currently the exclusive right to burial for a plot to be purchased in reserve i.e. a plot may be bought but may not be used for many years, which effectively reduces the remaining burial capacity for the immediate demand each time a plot is sold.
2. The situation in 1 is further aggravated in that the plot may currently be purchased for a minimum of two interments which again reduces the remaining burial capacity.
3. The plots are currently sold for a period of 50 years, which is renewable for the payment of a further fee.
4. The leasing of the crematorium in 1999 now prevents the Council from interring cremated remains in Earlham cemetery.

Recommendations

1. **To maximise the remaining burial space it is proposed that in future a plot is only sold in conjunction with a planned funeral;**
2. **The plot is sold for a minimum of 4 interments; and**
3. **The period for the exclusive right of burial is reduced to 25 years, which will allow any remaining space in the grave to be used for “common**

graves” if the right is not renewed.

- 4. There is space in Rosary cemetery to create two areas for the interment of cremated remains and these should be developed for future use.**

B&D Proactively redevelop and maintain the burial grounds

Issues:

1. The Government currently intends to introduce measures which will allow the reuse of burial grounds after suitable period; 100 years has been suggested. This proposal is likely to be administratively burdensome on the burial authority, although currently no legislative provisions have been put into place to enable this to be progressed.

Recommendations

- 1. Until the legislative provisions are put into place to allow this option to be fully reviewed, the Council maintains the cemeteries using the actions recommended in A above.**

E Purchase land and provide a new cemetery for the City (through the GNDP).

Issues:

1. Until the review of the existing city boundary has been completed, this option cannot be fully explored.

Recommendations

- 1. Review this option following a decision on the city boundary review.**

Prior to current Local Government Act 1972

- It seems that originally the provision of a cemetery was a statutory requirement under the Burial Act of circa 1855 as in the following year there was provision made enabling churchyards to be closed.
- At this time disease would have been a main Public Health issue therefore it is logical that compulsory provision for burial would have been made.
- There were 15 Burial Acts between 1852 and 1906!

Local Government Act 1972

- Section 214 (1) defines those authorities that **shall** be burial authorities, which includes district councils such as Norwich.
- Section 214 (2) "Burial Authorities **may** provide and maintain cemeteries whether in or outside their area."
- The general powers and duties of burial and cemetery authorities may be summarised as follows:
 - 1 To provide and regulate cemeteries under the Local Governments Act 1972 and the Local Authorities' Cemeteries Order 1977
 - 2 To provide and maintain mortuaries
 - 3 To undertake, if appropriate, the care and disposal of dead bodies
 - 4 To carry out the statutory requirements regarding the registration of burials, and
 - 5 To establish and administer crematoria

Local Authorities' Cemeteries Order

- Although there is no direct requirement to provide Burial ground, where cemeteries have been established the above order sets out very specific, and quite onerous obligations relating to:
 - Powers of Management - Article 3 empowers to do "all such things as they (the burial authority) consider necessary or desirable for the proper management regulation and control of a cemetery."
 - Maintenance - Article 4(1) - "shall keep the cemetery in good order and repair together with all buildings, walls and fences thereon and other buildings provided for use therewith"

- Fees and Charges - Article 15 relates to the setting of fees and conditions relating to them.
- **Duties relating to the keeping of records**

Health and Safety at Work etc Act 1974

- In addition to the specific duties imposed by the core cemeteries legislation, the council has general duties imposed under the Health and Safety at work Act 1974, as occupier of the land, both to the public and our employees.
- In view of national concerns over memorial safety, the Health and Safety Executive wrote to all Local Authority Chief Executives in 2004 urging that plans be put into place to inspect memorials.

21.04.2005

Earlham:

This was founded in 1855, by the Corporation of Norwich, and opened in 1856, the same years as the churchyards were closed. This was in response to the new Public Health Act, which made cemetery burial compulsory.

Originally it comprised 23 acres to be used immediately for burial and a further 12 acres, which were temporarily given over to agricultural purposes. It was gradually extended to its present size by 1945. In 1963 considerable conversion works to existing chapels was undertaken to incorporate a crematorium within the site. The financial burden of the requirements of the Environmental Protection Act 1990 was the driver for its leasehold sale in 1998, together with the need to maximise the capital receipt.

With such a large area considerable choices are available with regard to burial location and type, today, notwithstanding that the proportion of unused land is small compared to the total site. These include:

- Lawned graves
- Traditional graves
- Woodland graves

Graves may be in used or previously unused land.

Graves are available in area groupings such as:

- Children
- Consecrated CE
- Greek orthodox
- Jewish
- Muslim
- Catholic

All have access to a multi denominational chapel, which is leased to the crematorium operators.

There are two areas within the cemetery designated for war graves, the up keep substantially supported by the War Graves Commission

In the early 1980's the council designated the eastern end of the cemetery as open space.

Rosary:

Opened for burials in 1821, the Rosary was the first non-denominational cemetery in England. It contains the graves of many who made major contributions to the life and physical environment of 19th and 20th century Norwich.

Thomas Drummond registered the Rosary as a cemetery with the Bishop of Norwich in 1821. His intention was that any person could be buried there with the services of the creed and minister of their choice. This was at a time when dissenters were struggling with the established church to assert their rights

An additional reason for a new cemetery in Norwich was the lack of space in the City's churchyards. Many were well above street level as they had to accommodate increasing numbers of burials-examples visible today include St John Maddermarket and St John the Baptist, Timberhill. They were full to overflowing and it was not uncommon for human remains to be found on the surface.

Laid out on the site of a former market garden, it sloped steeply from north to south and to avoid problems with slippage and erosion was terraced and provided with cobbled drainage channels.

The lower terraces were the first to be utilised and by 1900, with over 18,000 graves, the need for additional space was pressing. In 1903 the boundary wall was pierced in 2 places and the cemetery was extended northwards to Telegraph Lane to take in a further 8 acres

Initially the Rosary was run as a private venture with the shareholders being largely small businessmen, some of whom were in the city's declining textile trade. There was also a sprinkling of names from some of radical families in Norwich; the novelist Amelia Opie was to become a shareholder. The Rosary was seen by some as a visionary enterprise although it might be fairer to describe it as a risky venture-albeit a well-intentioned one.

In 1841, 20 years after he had opened it and 11 years before his death, Drummond set up a trust to manage the Rosary. It was established on the basis that if the land were to be sold it should 'never be otherwise used than for the decent interment of human bodies'. The trust survived until 1954 when it passed to Norwich City Council to manage.

Although not as grand and ambitiously laid out as some of the other early cemeteries the Rosary contains a range of tombs illustrating the Victorian fondness for symbolic churchyard monuments.

Appendix 3

- Plans
- 1 Earlham Cemetery
 - 2 Rosary Cemetery

TREND BETWEEN CREMATIONS AND INTERMENTS

	CREMATIONS	BURIALS
IPSWICH		
2005	2288	264
2006	2325	232

GREAT YARMOUTH

2006	1800	400
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These figures have been stable over the last 3 - 4 years

LIVERPOOL

2005	Anfield	1898	1256
2006	Anfield	1887	1231
2005	Springwood	2209	
2006	Springwood	2262	

PORTSMOUTH

they only run Crematorium for that area, but their understanding is it runs along the line of the national average of **72%**

MILTON KEYNES

2005	1633	559
2006	1517	545

Norwich City Council Fees 2009.10

Cemetery Fees 2009.10

	2008/09	2009/10
Residents		
Exclusive Right to Purchase 1/2 persons 50 years	£470.00	£514.50
Exclusive Right to Purchase 3/4 persons 50 years	£520.00	£567.00
Exclusive Right for Baby Section 25 years single	£125.00	£131.25
Exclusive Right Jewish Section single grave 20 yrs	£155.00	£162.75
Interment (over 18) single grave	£430.00	£451.50
Interment (over 18) double depth	£430.00	£451.50
Interment (over 18) treble depth	£430.00	£451.50
Interment (over 18) quadruple depth	£430.00	£451.50
Interment (stillborn 1 month)	£60.00	£63.00
reopen grave for 2nd of 2 burials	£430.00	£451.50
reopen grave for 2nd of 3 burials	£430.00	£451.50
reopen grave for 3rd of 3 burials	£430.00	£451.50

Cremated Remains

Interment of Cremated Remains	£35	£105.00
Exclusive Rights to purchase 1/2 person Rosary	N/A	£380.00

Non residents

Exclusive Right to Purchase 1/2 persons 50yrs	£940.00	£1,029.00
Exclusive Right to Purchase 3 persons 50yrs	£1,040.00	£1,134.00
Exclusive Right to Purchase 4 persons 50yrs	£1,140.00	£1,239.00
Exclusive Right to Purchase baby section single 25 years	£125.00	£131.25
Exclusive Right to Purchase Jewish section single grave 20 years	£155.00	£162.75
Interment over 18 single depth	£860.00	£903.00
Interment over 18 double depth	£860.00	£903.00
Interment over 18 treble depth	£860.00	£903.00
Interment over 18 quadruple depth	£860.00	£903.00
Interment stillborn (1 month)	£60.00	£63.00

Cremated Remains

Interment of Cremated Remains	£70.00	£210.00
Exclusive Rights to purchase 1/2 person Rosary	N/A	£760.00

Cemetery Fees 2009.10

	2008/09	2009/10
Residents		
Exclusive Right to Purchase 1/2 persons 50 years	£470.00	£514.50
Exclusive Right to Purchase 3/4 persons 50 years	£520.00	£567.00
Exclusive Right for Baby Section 25 years single	£125.00	£131.25
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Interment (over 18) quadruple depth	£430.00	£451.50
Interment(stillborn 1 month)	£60.00	£63.00
reopen grave for 2nd of 2 burials	£430.00	£451.50
reopen grave for 2nd of 3 burials	£430.00	£451.50
reopen grave for 3rd of 3 burials	£430.00	£451.50

Cremated Remains

Interment of Cremated Remains	£35	£105.00
Exclusive Rights to purchase 1/2 person Rosary	N/A	£380.00

Non residents

Exclusive Right to Purchase 1/2 persons 50yrs	£940.00	£1,029.00
Exclusive Right to Purchase 3 persons 50yrs	£1,040.00	£1,134.00
Exclusive Right to Purchase 4 persons 50yrs	£1,140.00	£1,239.00
Exclusive Right to Purchase baby section single 25 years	£125.00	£131.25
Exclusive Right to Purchase Jewish section single grave 20 years	£155.00	£162.75
Interment over 18 single depth	£860.00	£903.00
Interment over 18 double depth	£860.00	£903.00
Interment over 18 treble depth	£860.00	£903.00
Interment over 18 quadruple depth	£860.00	£903.00
Interment stillborn (1 month)	£60.00	£63.00

Cremated Remains

Interment of Cremated Remains	£70.00	£210.00
Exclusive Rights to purchase 1/2 person Rosary	N/A	£760.00

Sprowston Parish Council Cemetery Fees 2009.10

SPROWSTON PARISH COUNCIL CEMETERY

CHURCH LANE SPROWSTON 2009/10

Fees, Payments and Sums fixed and settled under Article 15 (1) of the Local Authorities Cemeteries Order 1977

A residential reduction will apply to all fees, payments and sums set out in Parts 1 to 4 where the deceased person is an inhabitant of the **Civil Parish** of Sprowston, or in the case of still-born children where the parents (or one of them) are such inhabitants.

For the purpose of determining fees, an inhabitant of Sprowston is a person who is listed on the current Register of Electors. Former inhabitants who, at time of death, were resident in a retirement home outside Sprowston will be treated as inhabitants if they are listed on the current or previous four years Registers of Electors.

In the interests of economic management of the Cemetery the allocation of graves for new interments and the advanced purchase of exclusive rights of burial will be made by the Clerk of the Council in strict rotation within the area of the Cemetery in current use.

PART 1 - INTERMENTS

	£.p Resident	£.p Non- resident
1. For interment of a body in an earthen grave not exceeding 9 feet by 4 feet of:-		
(i) the body of a still-born child, or still-born twins (in one coffin) or a child whose age at time of death did not exceed one year.	66.00	132.00
(ii) the body of a child whose age at time of death exceeded one year but did not exceed 10 years.	175.00	439.00
(iii) the body of a person, whose age at time of death exceeded 10 years.	437.00	1092.00
2. For interment of one body in a walled grave or vault	437.00	1092.00
3. For interment of one set of cremated remains in a grave in respect of which the exclusive right of burial has been granted, or within that part of the Cemetery set aside for such remains.	109.00	273.00

The fees indicated for the above heads of Part 1 include the digging of the grave to a depth not exceeding 6 feet for a standard 15" deep coffin. Where the coffin is not of a standard size, or a casket is used, there will be an additional charge of £40 (£100.00 non resident) for each additional foot or part thereof as required at the discretion of the Clerk of the Council.

Please note: The word 'body' refers to either a coffin burial or cremated remains burial

JH/mc revised Dec 2008
Operational 01.04.2009

PART 2 – EXCLUSIVE RIGHTS OF BURIAL IN EARTHEN GRAVES

	£.p Resident	£.p Non- resident
1. For the exclusive right of burial for two bodies, for a period of 100 years, in an earthen grave not exceeding 9 feet by 4 feet inches :- in any part of the Cemetery not coloured yellow on the plan of the ground.	437.00	1092.00
1a. For the burial of additional cremated remains in a grave (where the original exclusive right has been fully discharged) at the discretion of the Clerk of the Council	110.00	275.00
2. For the exclusive right of burial for the body of a still-born child, or still-born twins (in one coffin) or a child whose age at time of death did not exceed ten years, for a period of 100 years, in a portion of an earthen grave not exceeding 9 feet by 2 feet:- in any part of the Cemetery set aside for children and coloured yellow on the plan of the ground.	175.00	439.00
3. For the exclusive right of burial for two sets of cremated remains, for a period of 100 years, in a portion of an earthen grave not exceeding 4 feet 6 inches by 4 feet:- in any part of the Cemetery set aside for cremated remains and coloured yellow on the plan of the ground.	218.00	546.00
4. Fee for transfer of ownership of exclusive right	12.00	27.00

PART 3 – WALLED GRAVES AND VAULTS

1. For the right to construct, in respect of which the exclusive right of burial has been granted (inclusive fee), in a walled grave or vault not exceeding 9 feet by 4 feet:- in any part of the Cemetery not coloured yellow on the plan of the ground.	667.00	1665.00
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PART 4 – MONUMENTS, GRAVESTONES AND INSCRIPTIONS

1. For the right to erect or place on a grave or vault in respect of which the exclusive right of burial has been granted:-		
(i) a headstone with or without base, vase, scroll, book etc., not exceeding 3 feet wide.		
(a) not exceeding 3 feet in height	174.00	441.00
(b) exceeding that height but not exceeding 5 feet in height	235.00	588.00
(iii) a flat stone / flush markers not exceeding 7 feet by 3 feet.	143.00	358.00
(iv) a headstone with or without base, vase, scroll, book etc., not exceeding 3 feet wide with a flat stone / flush markers not exceeding 7 feet by 3 feet and the headstone:		
(a) not exceeding 3 feet in height	317.00	799.00
(b) exceeding that height but not exceeding 5 feet in height	378.00	946.00
(v) an inscribed vase of metal or stone placed at the head of the grave without a headstone or at a later date to a grave with a headstone	27.00	68.00
(vi) a cremation tablet not exceeding 1 foot 6 inches by 1 foot 3 inches.	63.00	158.00
(vii) Additional inscription fee	37.00	90.00