Mattishall Parish Council

Burial regulations for Mattishall Burgh Lane Cemetery

If you have any questions relating to these regulations, please contact the Clerk to the Council, Anita Rose, on 07831 422700 or email clerk@mattishallparish.gov.uk

Arrangements for interments
The date and time of the interment must be agreed with the Council in advance, preferably with at least three days' notice.

No interment shall take place on Sundays or Public Holidays except in special circumstances.

A certificate for disposal issued by the Registrar of Births, Marriage and Death or a Coroner's Order for Burial must be provided to the Clerk to the Council prior to the interment taking place. In the case of cremated remains, a certificate for burial issued by the cremation authority shall be required. The original must be used by the Clerk of the Council.

Graves shall only be excavated and opened by the person appointed by the funeral director as approved by the Council.

The scattering of cremated remains over graves is not permitted. They can be buried in the grave in a biodegradable casket or interred in the Memorial Garden.

After an interment has taken place, the person appointed by the Funeral Director shall fill the grave up to a small mound to allow for settlement. Flowers on the grave are permitted for one month only.

The owner or executor is responsible for the removal of all memorials on the re-opening of graves and the replacement of same within 18 months. The cost of such removal must be borne by the owner.

Full-size burial plots
Any flowers should be placed in non-glass containers set within the memorial stone plinth, tablet or vase. Low growing spring flowering bulbs or low growing fleshy plants such as primroses may be planted on the grave space. Small arrangements of artificial flowers may also be placed on the memorial plinth. No shrubs or trees are permitted.

The grass-cutter is contracted to cut and strim around all memorials. It is very difficult to do this without damage to plants or cut flowers. It is for that reason that flower vases should be kept to the plinth and spring flowering plants are recommended which may be removed or which die back in time for the grass cutting. Relatives may decide to cut around any planting themselves so that the grass-cutter need not strim adjacent to the planting. If the contractor decides to leave an uncut area close to such plantings then relatives must carry out tidying of the area, or remove their planting.

No new vaults, bricked graves or kerbed memorials are permitted in the Cemetery.

Memorial Garden
The Council has an area set aside for plaque memorials and burial of cremated remains, which must be buried in a biodegradable casket. Subject to the purchase of the Exclusive Right of Burial, a plaque with approved inscription may be placed on the grave.

Plaques for the Memorial Garden are ordered and installed by the Parish Council. Payment for the plaque is required before the plaque is installed. Cremated remains shall be interred in the grass behind the plaque.

Containers of cut flowers, small arrangements of artificial flowers and low growing bulbs or small plants in pots are permitted on the paving just in front of the plaques. No glass vases or glass jars are permitted.

Memorials and headstones
It is important that no memorial is erected/installed until at least 6 calendar months after the date of burial. Before any memorial is placed at a grave a drawing showing the dimensions of the memorial and the inscription must be submitted to the Clerk to the Council for approval. Fees must be paid before a memorial is erected on any grave.

Traditional style memorials (where some of the stone extends into the ground), flat tablets, book-style memorials, stone crosses and wooden crosses are permitted on full size burial plots. Additional flat tablets may be placed on burial plots in recognition of cremated remains added to the plot.

All upright memorials shall be fitted with a NAMM (National Association of Memorial Masons) approved ground anchor and fixed in accordance with the NAMM Code of Working Practice.

All memorials remain the property of the person who purchased them. The Parish Council, however, is responsible for health and safety in the burial ground and churchyard. Regular inspections shall be carried out and any unsafe memorial laid down to prevent possible injury. Memorials shall be laid down in such a way so as to minimise the risk of damage to the memorial. Where possible the owner shall be contacted and requested to appoint a stonemason to carry out repairs. It is therefore very important that changes of address are notified to the Clerk as soon as possible. If the owner fails to comply with the Council's instructions, the Council may then carry out the work required and charge the cost of the work to the owner.

Grant of Exclusive Right
The charge for Exclusive Right of Burial is payable in addition to the ordinary interment and other fees and entitles the person to whom the grant is made, to the exclusive right of burial in that grave for 99 years. The Council shall permit a memorial to be placed only over a grave to which exclusive rights of burial have been granted, subject to the Council's regulations and charges relating to memorials.

Where no Exclusive Right of Burial has been purchased the Council reserves the right to make further burials in the same grave at a later date.

No assignment of the Exclusive Right of Burial in a grave shall be allowed unless the Deed of Grant has been properly endorsed by the Clerk to the Council.

General rules of management
The Cemetery is open to members of the public at all times through the front gate.

The grass cutting contractor cuts across graves and strims around memorials. Please ensure that flower vases are kept to the plinth and any flowers planted on the grave itself are low maintenance, such as bulbs. Relatives/friends may cut any planting or trim the grass on the grave they tend themselves.

The surface of every grave shall be flush with the contours of the surrounding ground and turfed over and levelled by the Council within 12 months of the burial.

The Council shall not be responsible for any damage to memorials other than damage shown to be caused by the Council's employee or contractor to the Council.

Children under 12 years of age shall not be admitted to the Cemetery unless they are accompanied by an adult.

Vehicles, other than mobility vehicles, are prohibited from entering the Cemetery except if they are a funeral car, digger for the digging of graves, or concern the maintenance of a memorial. The riding of bicycles and motorcycles through the cemetery are also prohibited.

Visitors bringing dogs into the Cemetery must keep them on a lead and under control at all times.

The Cemetery shall be solely used for the interment of human remains.

In order to help maintenance and keep the appearance of the cemetery respectfully neat and tidy, Mattishall Parish Council would like to remind all plot owners our policy regulations state:

Small scale, removable objects may be placed on the grave plot for a short time, but relatives should be aware that the security of such objects cannot be guaranteed.

Two vases are allowed at the head of any one grave. Artificial flowers are permitted, but when they start to fade in colour, they should be removed, or will be removed by the Parish Council. No other adornments or perishable items such as shrubs or trees, wooden fencing, windmills, raised or sunken footstones, solar lights, wind chimes, balloons, items made of tin/plastic/glass/brick or any similar items as determined by the Council are allowed. The Council may remove any adornments without notice if deemed unsuitable. If, at any time, items become unsafe, broken, or unsightly they will be removed by the Council.

Mattishall Parish Council reserves the right to alter these regulations at any time and to waive any of the foregoing regulations in exceptional circumstances or to impose temporary restrictions on any matters not specifically covered by these regulations.

Data protection
Next of kin details of relatives buried in the Cemetery and Memorial Garden will only be used for the purpose intended (to contact them about the family grave/memorial) and will not be shared with any other party or organisation.

Approved by the Parish Council on 6 July 2026.
Date of next review: July 2028.