



GUIDANCE ON FEES AND CHARGES FOR BISHOPSTOKE CEMETERY

The following guidance has been written to help those who wish to understand how fees and charges are applied for interments and memorial applications in Bishopstoke Cemetery. Our list of fees and charges is available on Bishopstoke Parish Council's website www.bishopstokepc.org/burials

If you have any further queries which are not answered by this guidance, please contact the Cemeteries Officer, Mr Tim Mellor:

by telephone on 07949 068556

by email on cemeteries@bishopstokepc.org

Costs which are not included in the fees

The fees from Bishopstoke Parish Council do not include the funeral director's fees and charges, the stonemason's fees and cost of any headstone, the grave digging fees and the Minister's fee. All charges are subject to annual review.

Fees for interments

The fee for an interment is the fee for the burial, and will be doubled in all cases where the person being interred is from outside of the Parish and does not qualify under the exceptions listed at the bottom of the fees and charges list. If you are unsure whether a particular address is considered to be within the Parish of Bishopstoke please contact us using the contact details at the top of this document.

If you would like to apply to have a memorial placed on the grave you will also need to purchase an exclusive right of burial grant. This will mean that the total fees from Bishopstoke Parish Council will be the total of the fee for the interment plus the fee for the exclusive right of burial grant.

There are no interment fees for the burial of a child up to 18 years of age.

It is possible to have a scattering of ashes around the perimeter of Bishopstoke Cemetery free of charge. The scattering of ashes can only take place in the areas which are not maintained as lawn, and cannot take place over the lawn areas or over any existing graves. This is the lowest cost option and it should be noted that this is not a legally registered burial, as the ashes are scattered on the surface of the ground rather than buried. The interment of ashes within a grave plot is a legally registered burial and will attract an interment fee. The option to scatter ashes around the perimeter of Bishopstoke Cemetery is available only by prior arrangement with Bishopstoke Parish Council - please contact the Assistant Clerk using the contact details at the top of this document. Please note that if you choose this option it is not possible to mark the position where the ashes have been scattered in any way.

If you are arranging a double interment of ashes, please note that there are two interment fees payable and each interment requires separate legal registration. This will also mean that two interment forms must be completed.

Fees for the Exclusive Right of Burial Grant

The purchase of an exclusive right of burial grant entitles the owner to determine who is buried in a particular grave, and to be able to erect a memorial. Please note that it is not possible to erect a memorial without ownership of the exclusive right of burial grant.

The fee for an exclusive right of burial grant will be doubled in all cases where the person being interred is from outside of the Parish and does not qualify under the exceptions listed at the bottom of the fees and charges list. If you are unsure whether a particular address is considered to be within the Parish of Bishopstoke please contact us using the contact details at the top of this document.

The fee for an exclusive right of burial for the burial of a child up to 18 years of age is paid for in most cases by the Children's Funeral Fund. This fee will be claimed by Bishopstoke Parish Council directly from the Children's Funeral Fund and will not have to be paid for and then claimed back by the parents of the child. In addition, Bishopstoke Parish Council will waive the fee for the exclusive right of burial in cases where the fee cannot be claimed back from the Children's Funeral Fund.

If you do not wish to erect a memorial it is not necessary to purchase the exclusive right of burial grant. However, this grant entitles the owner to determine who is buried into a particular grave and to have the automatic right to be buried into this grave themselves (provided there is available space). If the grant is not purchased the right to determine who is buried into a particular grave is held by Bishopstoke Parish Council. Under normal circumstances, if there is further grave space available in a grave where the

burial grant remains unpurchased, Bishopstoke Parish Council would only agree to the burial of other relatives within the grave. However, it is possible that under extreme circumstances, for example circumstances that existed at the time of Spanish flu with large numbers of requested burials, that Bishopstoke Parish Council would be asked by the government to use all available grave space. The instruction to use all available grave space could include using available grave spaces where the exclusive right of burial grant remains unpurchased.

Fees for Memorial Applications

The fees for applying for different types of memorial are shown on our list of current fees and charges, which is available on Bishopstoke Parish Council's website.

Please note that the fees are doubled where the person interred was from outside of the Parish of Bishopstoke, or did not satisfy the reasons given at the bottom of the fees list for the circumstances under which a person from outside the Parish of Bishopstoke will not be charged double fees. If you are unsure whether a particular address is considered to be within the Parish of Bishopstoke please contact us using the contact details at the top of this document.

The fee for a memorial application for the burial of a child up to 18 years of age is paid for in most cases by the Children's Funeral Fund. This fee will be claimed by Bishopstoke Parish Council directly from the Children's Funeral Fund and will not have to be paid for and then claimed back by the parents of the child. In addition, Bishopstoke Parish Council will waive the fee for the memorial application in cases where the fee cannot be claimed back from the Children's Funeral Fund.

Frequently asked questions on fees:

Is it possible to scatter ashes free of charge in Bishopstoke Cemetery?

Yes, it is possible to scatter ashes around the perimeter of Bishopstoke Cemetery free of charge. The scattering of ashes can only take place in the areas which are not maintained as lawn, and cannot take place over the lawn areas or over any existing graves. This is the lowest cost option and it should be noted that this is not a legally registered burial, as the ashes are scattered on the surface of the ground.

The interment of ashes within a grave plot is a legally registered burial and will attract an interment fee. The option to scatter ashes around the perimeter of Bishopstoke Cemetery is available only by prior arrangement with Bishopstoke Parish Council - please contact the Assistant Clerk using the contact details at the top of this

document. Please note that if you choose this option it is not possible to mark the position where the ashes have been scattered in any way.

How does the Children's Funeral Fund 2019 affect the payments for the burial of a child under the age of 18?

There is no interment fee for the burial of a child up to 18 years of age. In addition, the Children's Funeral Fund 2019 provides that the exclusive right of burial grant and the memorial application fee will be claimed by Bishopstoke Parish Council directly from the Children's Funeral Fund and will not have to be paid for and then claimed back by the parents of the child.

The Children's Funeral Fund 2019 does not cover babies born before 24 weeks of gestation, however, Bishopstoke Parish Council will waive the fees for the burials of these babies, so that fees will be the same as for babies born after 24 weeks of gestation (ie no fees will be payable).

I am arranging the burial of my relative, and I come from outside of the Parish of Bishopstoke, will I be charged double fees?

Fees will only be doubled if the person being interred is from outside of the Parish of Bishopstoke, or did not satisfy the reasons given at the bottom of the fees list for the circumstances under which a person from outside the Parish of Bishopstoke will not be charged double fees. The address of the person arranging the burial has no effect on the level of fees.

What are the interment fees for a double interment?

There are two interment fees payable for a double interment, as each interment requires separate legal registration. Two interment forms must also be completed.

Can the length of time covered by the exclusive right of burial grant be extended?

Yes, it is possible to extend the period covered by the exclusive right of burial grant from 30 years to 60 years, if the 30 year grant period has been purchased. A further fee would be payable to cover the 30 year extension. Once the original period of the grant is completed the owner will be contacted to ask them if they wish to purchase a further grant period at the appropriate fee.

Will the headstone fee for a new headstone include a kerb set?

Yes, the headstone fee for a new headstone will include all parts of the application, including a kerb set. However, please note that if you wish to add a kerb set, an additional inscription or vase, or for any other changes to a memorial at a later date, then there will be a further fee payable, as detailed in our fees and charges list, to process this additional application.

Is there a fee for an additional inscription, to add a vase, or to add a kerb set?

Yes. This fee is shown in our list of fees and charges as that for 'Applications to alter or replace an existing memorial, or to add a further memorial'.

Is there a fee for a replacement headstone?

Yes. This fee is shown in our list of fees and charges as that for 'Applications to alter or replace an existing memorial, or to add a further memorial'.

Is there a fee for a further new headstone where there is already an existing headstone?

Yes. This fee is shown in our list of fees and charges as that for 'Applications to alter or replace an existing memorial, or to add a further memorial'.

What is the fee for a cover tablet?

The fee for a cover tablet will be the fee applicable for flat tablets.

Is there a fee for repairing or cleaning a memorial?

There is no fee for an application to repair or clean an existing memorial, provided that the existing memorial remains unchanged. An application form is still required in order for Bishopstoke Parish Council to carry out checks, including ownership of the exclusive right of burial grant for the grave concerned.

Can a headstone be placed on a grave where the exclusive right of burial grant is not purchased?

No, it is not possible to place a headstone on a grave where the exclusive right of burial grant is not purchased.

Do I pay the memorial application fee to Bishopstoke Parish Council?

Your stonemason will normally arrange to send the application fee to Bishopstoke Parish Council when the application form is sent in. Some stonemasons will pay Bishopstoke Parish Council directly and will include the cost of this fee in their overall invoice to you, whilst some stonemasons will ask you to complete two cheques, one payable to Bishopstoke Parish Council and one payable to the stonemason for the work on the headstone.

Is there a fee for transferring an exclusive right of burial grant?

Yes, the fee is stated on our list of current fees and charges, which is available on Bishopstoke Parish Council's website. There is only one fee whether the grant is being transferred into sole ownership or joint ownership. There is no fee payable in the following circumstances:

- i. to transfer to a spouse or a person who was a registered civil partner.
- ii. to transfer from a living grant owner if this was mentioned at the time of the first transfer and is carried out within six months of the original transfer.
- iii. if the last registered owner had purchased more than one burial grant, and both grants are transferred to new owners at the same time, then only one fee is payable.

Can I sell an exclusive right of burial grant back to Bishopstoke Parish Council?

Yes, an exclusive right of burial grant can be sold back to Bishopstoke Parish Council for the purchase sum payable at the time of purchase.

What is the fee for an exhumation?

The fee for an exhumation will be determined at the point of application.

Guidance agreed: 29/10/2019