

Diocese of Connor

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**Culfeightrin Parish
Church**

Ballycastle

**Graveyard Regulations
and Charges**



CHARGES FOR PERMISSION TO ERECT HEADSTONES AND GRAVE SURROUNDS:

A fee of 15% of the total cost for the work carried out is payable to The Treasurer, Mrs. C Mitchell, 7 Churchfield Road, Ballycastle BT54 6PJ

CHARGES FOR OPENING INTERMENT SPACE

To be paid by subscribing parishioners:	No Charge
To be paid by non-parishioners and non-subscribers:	£180.00
To be paid by bona-fide subscribing* parishioners, for the interment of cremated remains in an existing grave	No Charge
To be paid by non-parishioners and non-subscribers for the interment of cremated remains in an existing grave	£50.00

*Payment to the gravedigger is in addition to the above and is arranged locally.

*See footnote at end of regulations

Footnote:

*A subscribing parishioner, either resident or accustomed, is defined as one who accepts the ministry of the Church of Ireland and has been subscribing to the funds of the parish through the parish financial system, either through regular giving or as a one-off donation. It must be contributed in such a manner that a receipt could be demanded for it. General Sunday cash collections are not recordable and therefore are not considered as qualifying subscriptions.

Effective From: 1st January 2015
PARISH OF CULFEIGHTRIN

ALL GUIDELINES SHOULD BE READ IN CONJUNCTION WITH CHAPTER 12 OF THE CONSTITUTION OF THE CHURCH OF IRELAND AND WITH THE DIOCESAN REGULATIONS.

Throughout these documents the term “officiating member of the clergy” normally refers to the incumbent/rector. In the event of a vacancy, the officiating member of the clergy is the Rural Dean.

GOVERNING REGULATIONS

1. The burial ground at Culfeightrin Parish Church is managed by the officiating member of the clergy and churchwardens of the parish in accordance with these Parish Graveyard Regulations.
2. All committals should follow a Christian burial service and be conducted by a minister who is authorised to do so by the officiating member of the clergy and churchwardens.
3. Any requests to register an interest in an interment space, for permission to bury, or for the erection of headstones or grave surrounds, or alterations to these, must be directed to the officiating member of the clergy and churchwardens.
4. Normally the holder of burial registration papers or a funeral director acting on their behalf will make application for burial to the officiating member of the clergy and churchwardens. These papers should be produced before a burial can take place.
5. The precise location of any new interment space will be determined at the time of need by the officiating member of the clergy and churchwardens, provided that suitable space is available in the graveyard at that time. The registration of a burial space does not confer legal title or exclusive right of burial.
6. When members of a family have been buried in a particular place, and following the death of the person whose name appears on the burial registration paper for that burial space, a family member/s may apply to the officiating member of the clergy and churchwardens, for the registration of interest in that space to be transferred to themselves or another family member.

6. (continued) When such a transfer of interest has been approved by the officiating member of the clergy and churchwardens, either the existing burial registration paper should be endorsed accordingly, or the existing burial registration paper surrendered and a new paper issued. Other relevant parish documents should be amended accordingly.

7. Prior to installation or alteration, all plans and proposed designs for headstones, flagstones, surrounds and for any treatment of the grave surface must be submitted in advance to the officiating member of the clergy and churchwardens for approval.

8. Any proposed inscription or alteration to an inscription must be approved in advance by the officiating member of the clergy.

9. No permanent memorial marks, other than those approved above, may be placed on graves. Any hazardous or dangerous memorial or surround may be removed or laid flat in the interests of safety.

10. As the burial ground is subject to natural settlement, the registered holder of the burial registration papers should ensure that headstones, flagstones, memorials and grave surrounds are at all times maintained in good order.

11. Unauthorised memorials may be removed by instruction of the officiating member of the clergy and churchwardens at the expense of those holding the burial registration papers.

The charges outlined below are those approved by the Diocesan Council for this burial ground. Please note that interment spaces remain the property of the Church of Ireland. The charges itemised are payable in advance to The Treasurer, Mrs. Christine Mitchell, 7 Churchfield Road, Ballycastle BT54 6PJ

GRAVEYARD RULES

1. The officiating member of the clergy and churchwardens shall have the power to remove any bush, shrub or other form of growth which they consider detrimental to the burial ground or to any other interment space.

2. Artificial wreaths or other adornments are not permitted in the churchyard.

3. The time of the burial must not be arranged without prior permission of the officiating member of the clergy and churchwardens and reasonable notice must be given.

4. No burial may take place within 30 minutes of or during times of Divine Service.

5. Each single grave plot shall not measure more than **8ft x 4ft/2.40m x 1.20m** or less than **7.6ft x 3.6ft/2.3m x 1.1m**.

6. No coffin shall be laid in any grave nearer to the surface than 3ft 3 inches/1 metre, measuring from the upper part of the coffin.

7. No coffin shall be buried within 12 ft/ 3.66 metres of the fabric of the church except in an existing vault.

8. Foundations of headstones must be a minimum of 0.225 metres deep from ground level and have a minimum width of 0.8 metres single, 1.2 metres double. No monument other than a headstone not exceeding a height of 1 metre, width of 0.8 metre (double grave 1.2 metres) and not less than 75mm thick, shall be erected over a grave. Each monument shall be of suitable stone, of simple design and be firmly secured on a concrete slab foundation below ground level.

9. A fee will be charged where cremated remains are being interred in an existing grave.

10. All floral and other tributes may be removed from the grave 4 weeks after the interment, on the instruction of the officiating member of the clergy and churchwardens. Dead flowers, wreaths etc. must be placed in the large green bin designated for that purpose.

11. No major or disruptive grave maintenance work may be carried out on a Sunday.

12. No domestic animals other than guide dogs are to be brought into the graveyard.

Graveyard Fees (level of fees to be determined by select vestry)
REGISTRATION OF AN INTEREST IN INTERMENT SPACE
 Registration of each new burial space:

To be paid by bona-fide
 subscribing* parishioners: £100 Single Plot, £300 Double

To be paid by non-parishioners
 or non-subscribers £300 Single Plot, £600 Double

*See footnote at end of document