



**TERMS & CONDITIONS AND GENERAL GUIDELINES  
FOR THE MANAGEMENT AND CONTROL OF  
CHESTERTON AND STRATTON CEMETERIES**

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**CEMETERY OPENING TIMES:** Summer: 07:30- 20:00 (BST)

Winter: 07:30 – 17:00 (GMT)

**ESTABLISHED:**

Chesterton cemetery was established in 1872 and Stratton Cemetery in 1888

Our Cemeteries are bound by the rules and regulations of the Local Authority Cemeteries Order 1977

**BURIALS**

Portion of ground has been consecrated according to the Rites of the Roman Catholic Church.(Plot 30)

**NOTICE OF INTERMENT**

The notice of interment form must be submitted by the undertaker with three clear working of notice before the proposed interment. The form should be sent to Burials Administration, Cotswold District Council, Trinity Road, Cirencester, Gloucestershire, GL7 1PX

The undertaker should contact the Bereavement Officer directly to book time and date of the funeral. The size of the coffin shall be confirmed at least five working days prior to the proposed interment.

**FEES, DATES AND HOURS OF INTERMENT**

For current rates see applicable table of charges which are either available from the Bereavement Services at Cotswold District Council, or on our website at [www.cotswold.gov.uk/environment/cemeteries-and-estates](http://www.cotswold.gov.uk/environment/cemeteries-and-estates)

No interment can take place Saturdays, Sundays, Christmas Day, Boxing Day or Good Friday or any other Statutory Bank Holidays

**During British Summer Time-** no burial will be allowed before 10:00 and after 14:30 (Monday to Thursday) and before 10:00 and after 14:00 (Friday)

**During Greenwich Mean Time** - no burial will be allowed before 10:00 and after 14:30 (Monday to Thursday) and before 10:00 and after 14:00 (Friday)

**SITE OF GRAVE**

The Burial Authority, the Cotswold District Council, must approve the selection of grave. Enquiries should be made to the Bereavement Officer regarding such allocations.

## **DISPOSAL CERTIFICATE**

The Registrars Certificate for Disposal, coroners order for Burial, or the cremation certificate must be given to the Burial Authority, The Cotswold District Council or cemetery attendant, before interment takes place.

## **EXCLUSIVE RIGHT OF BURIAL**

It is compulsory to purchase the Exclusive Right of Burial. Please contact Bereavement Services if you wish to reserve a grave space in advance.

Applicants are advised to visit the cemetery and speak to the cemetery attendant when selecting a grave space. Requests to choose a grave will be considered, but the choice will be limited to the next available grave space in the row.

A purchaser or owner for the time being of Exclusive Right of Burial in a grave space shall not dispose of such Right without consent of the Burial Authority, The Cotswold District Council and every transfer of Right shall be prepared by the Burial Authority, The Cotswold District Council at the expense of the applicant

**(NOTE: It is not the grave space, which is purchased, but the Exclusive Right of Burial in that space)**

## **CERTIFICATE OF GRANT**

Where the Grant Certificate has been mislaid, a fee may be charged for searching office records to prove Exclusive Rights of Burial. Copies of lost certificates can be purchased by contacting the Bereavement Officer

## **NON-RESIDENTS**

There are no additional charges if the person to be interred was not a resident of the Cotswold District Council area, in accordance with the fees and charges approved and published from time to time by the burial authority

## **GRAVES**

The size of the grave is 90" long x 30" wide and is dug by a person appointed by the Authority.

No grave shall be excavated beyond a treble depth of 93" and no coffin buried within 36" of ground level. If more than one body is interred in the same grave, then a minimum depth of 150mm (6 inches) of earth shall be left within coffins.

**An additional charge will be made for graves exceeding the sizes given above**

It will be sometimes necessary to use a grave space for the placing of soil when an adjacent grave is being excavated. This is common practise within grave excavation procedures. Any disruption should be kept to a minimum and the grave fully reinstated following the interment. Bereavement Services will inform the grave owner of the adjacent grave in writing.

Grave mounds, grave edging, crosses are not permitted

Planting is limited to 12" from the memorial on Chesterton Plot 29 and to a maximum of 18" from the memorial on all other full grave spaces.

The maintenance of the graves is carried out by the Burial Authority, the Cotswold District Council, and this consists of grass cutting, topping up subsiding graves, removing dead flowers and generally keeping the cemetery neat and tidy

**(NOTE: Following an interment the Burial Authority will carry out any topping up of a grave that has settled (usually within a period of 6 months)**

## **APPLICATION TO ERECT A MEMORIAL OR ADD AN INSCRIPTION TO A MEMORIAL**

The Exclusive Right of Burial must be purchased before a memorial can be erected. The applicable form, giving correct attention to size, including the proposed wording and sketch of the headstone, must be submitted to the Burial Authority, The Cotswold District Council

Memorial Sizes are as follows:

**Full grave spaces-** memorials must not exceed 3ft 6”<sup>i</sup> in height, 2ft 6” in width 3” thick

The headstone base must be 24” x 12” x 3”

Plot and grave number must be inscribed on the base or rear of the memorial at the expense of the owner

### **Burial Garden ( Cremated remains only)**

The tablet shall not be of a size exceeding 18” length, 15” in width 9” in height 3” at the thinner end

**Memorial masons are legally liable for the work they carry out and should ensure that memorials are erected safely and in accordance with current standards available within the industry.**

No memorial can be erected without the formal application and written permission from the Burial Authority and monumental masons must advise Bereavement Services of their intention to erect the memorial.

The installer of a memorial erected without permission and prior notification will be asked to remove such memorial immediately and carry out reinstatement.

Forms for memorials can be obtained by contacting Bereavement Services

No memorial shall be constructed of brick, plaster, wood, artificial stone, zinc iron or metal.

All headstones must be granite or marble only.

Memorials are to be kept in good repair by the owner

**Memorial masons are legally liable for the work they carry out and should ensure that memorials are erected safely and in accordance with current standards available within the industry.**

## **CONDUCT OF VISITORS**

Visitors are requested to always keep to footpaths except when visiting a grave.

No smoking or alcohol is allowed in the cemetery

## **ENTRY**

No person shall be permitted to enter or leave the cemetery except by the proper entrance gates.

## **DOGS**

Dogs should be always kept on leads. No Ball games are allowed. Dog poo must be bagged up and removed

## **LITTER**

Dead flowers, Paper and other refuse must be deposited in the receptacle provided

## **GRATUITIES**

No person employed by the Burial Authority, The Cotswold District Council, is allowed to receive any gratuity

## **WILDLIFE**

The cemeteries are set in rural surroundings with squirrels, rabbits, deer and other wild life being occasional visitors. Floral tributes are placed at owner’s risk.

## **WREATHS**

Christmas wreaths will be removed during the last week of January. All Christmas items which family/friends wish to keep should be removed by this date

## **REGULATIONS**

The regulations of His Majesty's Secretary of State under the Burial Acts shall be deemed to be incorporated here with. The Burial Authority, the Cotswold District Council reserves the right from time to time to make alterations in the foregoing rules, consistent with Burial Acts

July 2025

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