

MALTON TOWN COUNCIL

Old Malton and New Malton Cemeteries

Rules and Regulations

1. Notice of interment is to be given to the Clerk of Records (Town Clerk), Ground Floor, Community House, Wentworth Street, Malton, YO17 7BN, tel 01653 228699 or by arrangement to the Cemetery Manager 07989 438577, at least two (full) days (exclusive of Saturday, Sunday and Bank or Statutory Holidays) previous to any interment except in special cases. No application except in an emergency can be received on Saturdays, Sundays or Bank or Statutory Holidays.
2. The notice is to be in the form provided by the Town Council, and is to contain a statement of the Forename and Surname, the calling or description, and the age of the person to be buried, date of death, the parish in which it occurred, the day and the hour of intended burial; the situation, description and depth of the grave or vault, whether purchased or not purchased, and the name of the Minister intended to officiate. Copies of this form can be obtained at the office of the Clerk of the Records.
3. No burial can take place before 9.00 a.m. or after 4.00 p.m. or sunset, whichever is the sooner (Monday to Friday except Bank and other Statutory Holidays) or before 9.00 a.m. or after 12.00. noon (Saturday) without special permission from the Clerk of the Records (Town Clerk). The time named for a funeral to be that when the procession is to be at the Burial Ground. The Registrar's Certificate or (in the case of inquest) the Coroner's Certificate respecting the

person to be buried, must be produced and given up when the funeral reaches the ground.

4. All Fees and Charges, as determined by the Town Council, will be confirmed between the Clerk of the Records and the funeral Director or such other person acting as legal representative of the deceased, on giving the notice of interment and before the work is begun in respect of which they are payable. The fees will be invoiced to the funeral Director or such other person acting as legal representative of the deceased, for payment within 30 days.
5. The selection of the grave site in all cases of purchase shall be subject to the approval of the Clerk of the Records (Town Clerk)..
6. Only one body shall be buried in any grave at one time unless the bodies be those of members of the same family.
7. No underground brick or stone work, or metallic coffins, will be allowed in graves, the exclusive right of burial in which is not purchased, and only coffins of wood can be used elsewhere.
8. No monumental or other stone, brick, iron, woodwork or any other material, is to be laid upon, or in, or around, any grave except those in which the exclusive right of burial is first purchased.
9. In every opening of, or interment in, a purchased vault or grave, the written consent of the owner, or of his legal representative, must be left at the office of the Clerk of the Records with the notice of burial.
10. At every burial in any vault or walled grave the coffin must be separately entombed in an air-tight manner, that is by properly cemented stone or brickwork, covered with stone slabs, which shall never be disturbed; and not less than eighteen inches of earth shall be placed between the top of the vault and the surface of the ground. And, where wooden coffins are used no less than twenty inches of earth between each tier of coffins, independently of the stone covering.
11. No walled grave shall be re-opened within fourteen years after the burial of a person above twelve years of age, or within eight years of the burial of a child under twelve years of age, unless to bury another

member of the same family, in which case a layer of earth no less than one foot thick shall be left undisturbed above the previously buried coffin; but if on re-opening any grave, the soil is found to be offensive, such soil shall not be disturbed, and in no case shall human remains be removed from the grave.

12. No grave or vault less than five feet nor more than ten feet in depth from the surface will be allowed. And, in every case, the top of the coffin must be at least four feet from the surface of the ground, unless it contains the body of a child under twelve years old, when it shall not be less than three feet below that level; and, after the burial of such coffin, the grave shall be forthwith filled up with earth in a permanent manner, and the surface shall be without delay levelled and covered with turf so as to effectually close the same.
13. All graves and vaults are to be dug and excavated by any person or persons duly authorised by the Town Council. All superfluous earth and refuse materials remaining after a vault has been made is to be removed within twenty-four hours, under the Town Council's direction, by the owner of such vault, who will be held responsible for any injury which, in the progress of the works, may be done to the grounds, walls and walks, and to any adjacent vault or grave, or to any tomb or memorial stone.
14. Whenever a burial has taken place the surface of the grave shall be forthwith covered with fresh turf, unless a monument is to be erected upon it. And in no case shall the bare earth be left exposed. No planting and cultivation will be 'allowed without the strict approval of the Town Council and no planting and cultivation will be' allowed in the areas of the cemeteries used as a lawned burial area.
15. All materials, gravestones and monuments must be conveyed into the burial area by hand or on hand carts, trucks or wheel 'barrows, with wheels 'of not less than six inches tire, and the same regulation is' also strictly applied to the removal of all soil and refuse materials from vaults and graves. 'No motor vehicle must leave the area of the metalled roadways.

16. Mats, boards and canvas are to be used to preserve the grass;' as 'the Town Council or other persons authorised by them direct. '
17. All monuments, tombs, tablets, gravestones, headstones, palisading, or other materials proposed to be placed in the ground, and the inscriptions thereon, are to be subject to the approval of the Town Council; and the drawing, showing the form and dimensions of every monument, tomb, tablet, gravestone, headstone or other memorial proposed to be erected, and a copy of every inscription proposed to be made thereon, if containing anything more than the name, date of death, and age of the deceased must be left at the office of the Clerk of the Records at least ten days for approval.
No monuments, tombs, tablets, gravestones, headstones and palisading must be positioned before the site has been confirmed with the Cemetery Caretaker.
All monuments, tombs, tablets, gravestones, headstones and palisading are to be kept in repair by the owners (except a special agreement for such repairs be made with the Town Council). If not repaired after due notice, the same may be removed by the Town Council. -
18. All monuments, tombs, tablets, gravestones or headstones so erected or placed upon such ground shall, in addition to the mark or number of the grave space, have a corresponding mark or number placed conspicuously on such monuments, tombs, tablets, gravestones or headstones, and if purchased in perpetuity shall have the letter "P" thereon, cut one and a half inch in length and half an inch in depth, by and at the expense of the person or persons erecting the same.
19. In the area used as a lawned burial area no vases or other materials will be permitted on any grave to the front of the headstone, which does not form a part of that headstone.
20. A register of the burials will be kept at the office of the Clerk of the Records, when at all reasonable times, searches may be made, and certified extracts obtained on payment of the fees.

21. Two areas in New Malton cemetery (on the Pasture Lane side) are set aside for the interment of cremated remains; one to be marked only by plaques erected upon the wall to the rear or vases sited at the foot of the wall; and one (containing grave spaces 7021 - 7049) to be marked only by tablets laid flat not being above ground level. Any additional vases must be sited at the foot of the wall to the rear of the tablets.

One area in Old Malton cemetery (on the entrance roadway side) is set aside for the interment of cremated remains (containing grave spaces CR 001-020) to be marked by tablets laid flat not being above ground level. Any additional vases must be sited at the foot of the wall to the rear of the tablets.

22. The use of the two chapels (Service Chapel and Chapel of Rest) in New Malton cemetery is with the permission of the Town Council and upon payment of the current fee. The placing of any coffin within the Chapel of Rest must be recorded in the book provided within the chapel for that purpose.

23. Every person who shall wilfully destroy or injure any wall, gate or fence belonging to the burial ground, or pull up, or destroy, or injure any tree, plant or flower therein, or who shall daub or disfigure any wall thereof, or wilfully destroy, injure or deface any monument, tomb, tablet, inscription, gravestone or headstone within the burial grounds, or do any other wilful damage therein, or play at any game or sport, or discharge firearms (save at a military funeral) in the burial grounds, or wilfully disturb any person or persons assembled there for the purpose of burying anybody therein, or commit any nuisance within the burial grounds is liable to prosecution by the Town Council for the offence committed.

24. The public are requested from touching the shrubs or flowers and to observe perfect decorum in all respects. No inebriated or riotous persons, and no dogs or other animals will be allowed to enter the grounds. Smoking therein is strictly prohibited.

25. In case any difficulty shall arise, which is not provided for by these regulations, the same shall be referred to and settled by the Town Council and the Town Council reserve to themselves the right, from time to time, to make alterations in the foregoing rules and regulations as may appear to them to be appropriate.

Plans of the cemeteries, showing the situation of graves are kept at the office of the Clerk of the Records at Ground Floor, Community House, Malton where they may be seen between 10.00 a.m. and 4.00 p.m. on normal working days; any further information may be obtained from the Clerk of the Records or the Town Clerk.

Approved at a meeting of the Malton Town Council held at Ryedale House, Malton on 28th October, 1992.

Town Mayor

Paul Andrews

Town Clerk

Mike Skehan

Feb 2016