



Stratford-upon-Avon
TOWN COUNCIL

Stratford-upon-Avon Town Council

The Burial Authority

Stratford-upon-Avon Cemetery
Rules & Regulations

DEFINITIONS

1. The following words and expressions shall have the meanings hereinafter respectively assigned to them:-

“The Council” means the Stratford-upon-Avon Town Council.

“The Cemetery” means the Cemetery provided by the said Council and situate in Evesham Road.

“Grave” means a burial place formed in the ground by excavation having earthen sides and being without any artificial lining of brickwork, masonry or other materials.

“Vault” means a grave the earthen sides of which have been lined by walls in brickwork, masonry or other materials.

“Grave Ornament” means an ornament specially designed for placing on a grave and not being designed and intended only as a container for cut flowers.

“Town Clerk” means the Town Clerk for the time being of the Council, whose office is situate at the Town Hall, Sheep Street, Stratford-upon-Avon, Telephone 01789 269332.

“Foreman” means the Foreman of the Cemetery whose office is situated at the Cemetery, Evesham Road, Stratford-upon-Avon, Telephone 07767 834447.

OPENING TIMES

2. The Town Clerk’s Office 10.00 am – 4.30 pm Monday to Friday
Closed for lunch from 1:00pm – 2:00pm

- The Cemetery The Foreman or a member of staff will be present at the Cemetery from
7.30 am – 4:30pm Monday to Thursday
7.30 am – 3:30pm Friday
Closed for lunch from 12:30pm – 1:30pm

The Cemetery

8:00 am – 7:30pm from 1 March
to 30 September

8:00am – 4:30pm 1 October
to 28 February

Visitors are not permitted in the Cemetery after dark when the gates are closed.

The Town Council reserves the right to alter the opening/closing times without prior notice.

In accordance with Health and Safety legislation the Council reserves the right to temporarily close the Cemetery to carry out necessary work to ensure public safety.

INTERMENTS

3. The sites of interments in graves in respect of which an exclusive right of burial has not been granted will be selected by the Foreman, but persons purchasing the exclusive right of burial in grave spaces may select the sites thereof subject to the approval of the Foreman and Town Clerk's office.
4. No burial may take place before 9.00 am or after 4.00 pm without the special permission of the Town Clerk. The time appointed must be the time when the funeral is to arrive at the Cemetery, which must be punctually observed.
5. No burial shall take place on a Saturday, Sunday or bank holiday.
6. Notice of interment, on the form provided by the Town Clerk, must be given to them at least 48 hours (excluding Saturdays, Sundays and public holidays) before the interment. 72 hours notice must be given of an interment in a walled grave or vault.
7. If the owner of a grave as stated on the Exclusive Right of Burial is deceased, a re-assignment of the Exclusive Right of Burial will be required. Please contact the Town Clerk's office for further information.
8. On every opening of a grave in respect of which the exclusive right of burial in the grave space has been purchased, the Deed of Grant of Exclusive Right of Burial must be produced to the Town Clerk's Office on giving notice of burial, together with the written consent of the purchaser and where applicable, the

person to whom the right has been transferred.

9. Full burial plots may not be purchased in advance.
10. The right of burial in a grave is for 80 years.
11. All fees and charges are to be paid to the Council; in the case of an interment at the time of giving notice, and in all other cases before the work in respect of which they are payable is begun. The interment fees are subject to increase on the 1st April each year.
12. In accordance with Section 1 and 5 of the Births and Deaths Registration Act 1926, the Registrar of Births, Deaths and Marriages certificate for disposal or the Coroner's order for burial where an inquest has been held, must be given to the Foreman on the day of the funeral. In the case of a stillborn child a certificate or Coroner's order is required.
13. All graves other than vaults will be prepared by Cemetery staff, but no work connected with vaults will be undertaken. All workmen employed otherwise than by the Council will be required to work under the direction of the Foreman and to his satisfaction. Vaults must be excavated and built at the expense of the purchaser and the surplus soil excavated therefrom shall be deposited on an area of the Cemetery directed by the Foreman. All the surrounding ground, turf and path must be left clear and in proper order on completion.
14. Unless already pre-purchased an application for a vaulted grave must be approved by the Town Clerk's office.

The walls of all vaults shall be not less than 9 inches (22.8cm) thick of good hard brick in cement mortar, or otherwise constructed to the satisfaction of and with materials approved by the Foreman and shall be built up to within 6 inches (15.2cm) of ground level on the first interment. The uppermost arch or covering stone or slab shall not be within 18 inches (45.7cm) of ground level. Vaults shall be re-opened from the top, unless the adjoining ground required for making an entrance is in the same ownership as the vault. On every interment in a vault the coffin must immediately after interment be separately entombed in an airtight manner with a properly cemented stone or other covering at least 4 inches (10cm) thick approved by the Foreman.

15. Each grave has sufficient space to accommodate two full burials. The first burial at a depth of 6' 6" and the second burial at a depth of 4' 6".
16. Not more than one body shall be buried in any grave unless a layer of earth at least 1 foot (30cm) thick is left between each coffin in that grave and the top of every coffin in any grave other than a vault shall be at least 3 feet (91cm) below the surface of the ground. In the case of vaults there shall be at least 18 inches (45.7cm) of earth between the uppermost arch of covering stone or slab of the vault and the surface of the ground.
17. Only coffins or ash caskets of wood, wicker, cardboard or other bio-degradable materials only shall be used.
18. No coffin shall be buried at a greater depth than 6' 6".
19. Cremated remains to be interred in exclusively designated areas or by agreement of the Town Clerk's office in a previously purchased grave with the permission of the grave owner.
20. If more than 50 mourners are expected at a burial the Foreman should be notified in advance to allow for appropriate arrangements to be made.
21. If a funeral arrives late the interment will take place as soon as possible and at a time as directed by the Cemetery Foreman.

CARE OF GRAVES

22. All gravestones and monuments on a purchased grave must be kept in repair by the owner or owners thereof. Any person carrying out work of any kind on a grave shall take such steps as may be necessary to protect the adjoining graves, memorials, grass, trees, plants, paths and all persons from injury.
23. The Council will not be responsible for damage to any monument or gravestone through any cause whatsoever.
24. The Foreman will remove any item from a grave which is or has become broken or unsightly and in particular may remove any flowers which have deteriorated. (This includes artificial

flowers).

25. No shrubs or plants can be planted on a grave in the Cemetery without the permission of the Foreman. A shrub should not exceed 18" and will be trimmed back accordingly
26. The use of chemicals on graves and grass surrounds is prohibited.
27. The Council reserve the right to remove any monument, memorial, border stone or footstone from a grave when such removal is deemed by the Foreman to be necessary for the carrying out of an interment in an adjoining grave. The Council will however replace the same and make good any damage which may have been caused during such removal and replacement.
28. The Council reserves the right to maintain, repair or remove any item that the Foreman considers to be unsafe or unsightly.

MEMORIALS – LAWN SECTION

29. Only one gravestone, monument or permanent grave ornament is permitted on any grave.
30. Permission must be obtained from the Town Clerk's office to erect a monument or grave ornament on a grave by completing a memorial application form and paying the necessary fee.
31. No receptacle or other article for cut flowers other than a vase shall be placed upon any grave without first having been approved by the Foreman. Anything placed contrary to the regulations may be removed.
32. Drawings of every gravestone, monument or grave ornament together with a copy of any inscription shall be submitted to the Town Clerk on the forms provided by the Council.
33. All gravestones, monuments or grave ornaments must have the appropriate grave number inscribed on the rear.
34. Gravestones and monuments or grave ornaments of Caen, Bath or other soft stone or any artificial materials or substance are not permitted.

35. If stone chippings are to be laid on a grave, they should be retained within a flush kerb border.
36. No gravestone/memorial/kerb stone shall be erected by anyone other than an approved NAMM/BRAM registered stonemason.
37. A foundation slab of 3 feet x 2 feet (91cm x 61cm) must be used as a base to which the headstone must be securely affixed. All headstones must be fixed in accordance with BS8415 and the NAMM/BRAM recommended Code of Practice.
38. The fixing of all headstones must be carried out under the direction of and to the approval of the Foreman.
39. The work of erecting or renovating gravestones, monuments and grave ornaments is not permitted on Saturdays Sundays.
40. All gravestones, monuments and grave ornaments shall be kept in repair by the owner and if not so kept in repair may be repaired or removed by the Council at its direction and at the expense of the owner.
41. Gravestones, monuments and grave ornaments are only permitted on graves on which the right of burial has been purchased.
42. Headstones not exceeding 3' 3" inches (99cm) high by 2' (61cm) wide by 15" (38cm) deep and flower vases not exceeding 18" (46cm) high are permitted

The overall measurements of the whole grave area must not exceed 2' by 2' (61cm x 61cm). No part of this area should be behind the gravestone.

Kerbs must be below turf level and flush with the headstone

43. The area for scattering of ashes is adjacent to the Tranquility Garden.
44. In the areas set aside exclusively for the burial of cremated remains, flat memorial stones are permitted in the Tranquility Garden and inclined memorials in the area adjacent to the car park. The memorials must be 18" x 15" (45cm x 38 cm)

MEMORIALS OLD SECTION

45. The overall height of a memorial in the old section of the Cemetery must not exceed a height of 5' (152 cm). Approval must be obtained by completing a memorial application form and paying the necessary fee.

GENERAL

46. The planting of suitable memorial trees may be considered by the Town Clerk's office and the Cemetery Forman.
47. The use of wooden crosses is not permitted after one year of the date of burial. After this date the Cemetery Foreman has the right to remove.
48. An application can be made for a memorial bench on which a memorial plaque can be placed.
49. The Council reserves the right to test memorials for safety and stability as an ongoing programme. Where memorials are identified as being unsafe the Council will take action to remove the risk.
50. Children under 12 years of age will not be admitted to the Cemetery unless under the care of a responsible adult.
51. Dogs brought into the Cemetery must be kept on a short lead. In the event of a dog fouling, owners are expected to act responsibly by clearing up and removing the excrement from the Cemetery.
52. Recreational cycling, skateboarding and similar is not permitted.
53. The consumption of alcohol is not permitted within the Cemetery.
54. Vehicles should not be driven in excess of 10 miles per hour. No vehicle should be parked or left unattended on the driveways. Cars may only be parked in designated parking spaces.

55. Any damage caused to memorials or buildings by vehicles the owner of such vehicle shall be liable for the cost of its repair or replacement.
56. Any damage caused to turf, plants, trees etc. by vehicles the owner of such vehicle shall be liable for the cost of its repair or replacement.
57. The playing of radios, music or any musical instruments in the grounds of the Cemetery shall not be allowed without the permission of the Town Clerk.
58. Visitors shall not prevent the Council's staff from carrying out their duties nor employ them to carry out work within the grounds of the Cemetery.
59. Gratuities shall not be given to staff.
60. Where the Council remove any item, memorial or any other object to ensure compliance with regulations, the Council will not be responsible for their safe keeping, nor if because of their actions any damage occurs to the item removed.
61. No person shall do anything that is likely to cause offence to any other person lawfully using the Cemetery.
62. The Council reserves the right from time to time to make alterations to these regulations which they may deem necessary or expedient.
63. In case of a divergence of opinions, the Town Council's word is final.
64. CCTV is in operation in the Cemetery. Images are monitored for the purpose of crime prevention and public safety.
65. GDPR. For further information regarding how the Council handles your personal data, please refer to our Data Protection and Privacy Policy available at [Contact-Privacy-Statement-2025.pdf](#)

OFFENCES AND PENALTIES

66. By the provision of Article 18 of the Local Authorities Cemeteries Order 1977 it is enacted that
 - i) No Person shall –

- a) Wilfully create any disturbance
 - b) Commit any nuisance
 - c) Wilfully interfere with any burial taking place
 - d) Wilfully interfere with any grave or vault, any tombstone or any memorial, or any flowers or plants or any such matter
 - e) Play at any game or sport
- ii) No person not being an Officer or Servant of the Burial Authority or another person so authorised by or on behalf of the Burial Authority shall enter or remain in the Cemetery at any hour when it is closed to the public.

67. Any person who contravenes the above enactments shall be liable to a fine not exceeding £100 and in the case of a continuing offence not exceeding £10 for each day during which the offence continues.

**Town Clerk
Stratford-upon-Avon Town Council**

**Stratford-upon-Avon Town Council
Town Hall
Sheep Street
Stratford-upon-Avon
CV37 6EF**

Telephone: 01789 269332

REVIEWED March 2026. This version supersedes all previous versions.

Next review is scheduled for March 2030, or sooner if required