North Northamptonshire Cemeteries

Regulations



7th July 2025 - Version 2

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Introduction

All enquiries relating to burials within North Northamptonshire Cemeteries must be directed to:

North Northamptonshire Council Bereavement Services Warren Hill Crematorium Rothwell Road Kettering Northants NN16 8XE

email:- bereavementservices@northnorthants.gov.uk

Tel:- 01536 525722

North Northamptonshire Cemeteries are open to the public every day during the following times:

 1^{st} April -30^{th} September 8:00 am -7:30 pm 1^{st} October -31^{st} March 8:00 am -4:30 pm

Appendix 1 lists the cemeteries that are currently operated by North Northamptonshire Council.

Please Note:

The cemeteries are managed in accordance with the Local Authorities Cemeteries Order 1977.

Regulations can differ between cemeteries depending on the type of cemetery, ground conditions, existing sections, and new extensions. If you are unsure as to which regulations relate to a particular grave or cemetery, please contact a member of the Bereavement Services Team who should be able to clarify things for you.

Please understand that when a grave is purchased, you are purchasing the Exclusive Right of Burial. North Northamptonshire Council retains all rights to the land that the grave is located on.

The Exclusive Right of Burial confirms the purchasers right to choose who is buried in the defined grave space only and automatically allows for the owner of that right to be buried within the defined plot.

The Grant of Exclusive Right of Burial is an important document and should be kept in a safe place. Any change of address or name should be notified to the Bereavement Services Office, along with the relevant declarations, to ensure that we can contact the relevant persons if necessary.

General Powers of Management

1. Reservation of Grave Spaces

- (a) North Northamptonshire Council (NNC), like most authorities, has a limited amount of burial space within its area. There is no legal duty on a local authority to provide burial space, but this Authority has chosen to do so and would wish to do so for as long as possible.
- (b) NNC has committed to provide future burial space through its extension of Rothwell Rd Cemetery in Kettering and Shire Lodge Cemetery in Corby. These resources do, however, only have a finite amount of space, so there is a limited life.
- (c) Until such time as the legislation relating to cemeteries changes to permit the reuse of older graves, the burial authority has a responsibility to manage this finite resource responsibly, to ensure that it remains available for the residents of North Northamptonshire for as long as possible. As a consequence, only one burial plot per person can be reserved.
- (d) Graves will be allocated in strict rotation by the Bereavement Services team to allow for future use and proper management of the cemetery.

A copy of the Burial and Reservation Policy can be obtained from the Bereavement Services Centre at Warren Hill or *online* @ www.northnorthants.gov.uk

2. Benches

(a) North Northamptonshire Council will provide adequate seating within its cemetery and crematorium sites for visitors to sit on should they wish to. These benches are placed at the Bereavement Service Managers discretion and are not to be relocated by the general public.

A copy of the Memorial Bench Policy can be obtained from the Bereavement Services Centre at Warren Hill *or online* @ www.northnorthants.gov.uk

3. Burials

(a) Notice of interment must be given to the Bereavement Services team between the hours of 8:00 am and 4:00 pm at least two clear working days ** before the proposed interment. This may be reviewed in exceptional circumstances.

**working days excludes Saturday, Sunday and Bank Holidays

Paperwork is required the week before interment. Administration of the graves will be completed on the following days:

Corby – Monday/Tuesday AM – Yellow coded Kettering – Tuesday PM/Wednesday - Burgundy coded Wellingborough – Thursday – Green coded

This is to allow for the administration of the grave to be allocated, marked and checked. All papers must be sent with;

(a) Burial orders/Coroners' documents or cremation certificate

In colour preferably due to the different areas being colour coded.

- (b) The Registrar's Certificate of Registration of Death or an Order of the Coroner must be sent to the Bereavement Services Team at Warren Hill before the day of the interment. Burials cannot take place, under any circumstances, until this has been fulfilled.
- (c) Burials may take place on weekdays, please contact the Bereavement Services Team for details of burial times at individual cemeteries as soil conditions and topography may dictate when burials can take place.
- (d) No burials will be allowed on Saturdays, Sundays or Bank Holidays. The time arranged for the burial shall be that at which the cortege is due to arrive at the graveside which must have been agreed with the Bereavement Services Team.
- (e) Grave spaces shall be used in strict rotation as directed by North Northamptonshire Council. This is to allow access for future burials and ensure maintenance of the area.
- (f) For every opening of or burial in a purchased grave the Grant of Exclusive Right of Burial or the written consent of the owner of the Grant of Exclusive Right of Burial must be supplied with the Notice of Interment. In the case of the death of the owner of the Grant of Right of Burial they would automatically qualify for burial within that specific grave.
- (g) In the instance where the Grant of Exclusive Right of Burial cannot be produced and the owner of the Exclusive Right of Burial is deceased and not the intended interment then a transfer of ownership of the grave must take place. The transfer can be made by production of Grant of Probate, a Statutory Declaration signed in the presence of a Magistrate, an officer of the court or a commissioner for oaths, and it will be required before the burial can take place.

For more information, please contact the Bereavement Services Team at Warren Hill.

4. Grave Preparation

- (a) All graves within the Council's cemeteries will be dug by trained Council staff. The Council will determine suitable burial depths depending on the geology within the Council's cemeteries. This is to ensure the safety of all involved and ensure a quality, timely service is maintained across all cemeteries.
- (b) The Council will decide on the suitable finished level of the grave after the backfill to take into account certain factors including, for example, soil settlement and to allow future management of the site. This is decided using the professional expertise and experience of the Bereavement Services Team.
- (c) When a grave is excavated, soil may need to be placed on a neighbouring grave. This may preclude access to the grave for a short period of time. All graves are returned to their original state, and memorials are protected during this period.
- (d) The heavy clay soil conditions in some cemeteries make drainage very difficult and this, coupled with inclement weather conditions may contribute to graves sinking considerably overnight.

- (e) The grounds team will reinstate and top up graves as soon as they are able after they have been made aware of the sinkage and carefully replace the flowers on top of the grave.
- (f) Any tributes left on the grave after a burial service will be removed any time after a month has passed from the burial date. If you wish to keep any of the cards etc. Please remove them before this time as there is no way to return them once the tributes have been removed.
- (g) Maintenance of graves (for memorials see Memorials and Headstones below) runs coterminate with the Exclusive Right of Burial currently 99 years. This involves grass cutting and weed control on individual graves and general maintenance of the cemetery. Graves are topped up on rotation as and when required to decrease any health and safety risks. This may mean that when a grave is visited, the grass may be raised and replaced or reseeded as required.

5. Burial Records

(a) Please note that you have the right to inspect the burial records of the cemetery during normal operating hours or online through the Authority's website. The cemetery records are securely kept at Warren Hill and an appointment can be made by contact the Bereavement Services Team. There may be a charge for this service.

Cemetery Types

6. Lawn Cemeteries

- (a) Lawn cemeteries consist of the grave space being laid to lawn with a headstone or memorial in the area marked out as a border at the top of the grave space.
- (b) Lawn graves allow for unrestricted access to every grave plot and ease of maintenance, giving a neatly mowed grassed area in front of the memorial. As such, no kerb sets, fencing or any other form of surround are allowed outside of the headstone border and all tributes and mementoes of any kind must be kept within that headstone border.

7. Traditional Cemeteries

- (a) Traditional cemeteries are laid out to allow both a headstone and kerbing to be installed on the grave space.
- (b) If a kerb set is chosen to be placed on the grave space, this will be the memorial in its entirety and no other adornments should be outside of the kerbed area.

8. Meadowland/Green Cemeteries

(a) The overall purpose of green burials is to create a sustainable area which encourages biodiversity. As such it is not suitable for those wishing for a tidy grave or a memorial or headstone. No grave markers of any kind are allowed including headstones, kerb sets, flat stones or

surrounds. An accurate plan showing the exact location of each interment will be held at the Bereavement Services Centre at Warren Hill Crematorium.

- (b) Graves are topped up on rotation as and when required to decrease any health & safety risks. This may mean that when a grave is visited, the grass may be raised and replaced or reseeded as required. Following interment, and after sufficient time for settlement planting will take place. This could include grass, wildflower seed, bulbs, shrubs or trees as decided by the authority.
- (c) No brick chamber burials are permitted within the Green Burial Cemetery section.
- (d) Reservations cannot be made within this cemetery as it prohibits the planting out of the area.

9. Mausoleum Chambers

- (a) The design of the mausoleum chambers allows for unrestricted access to the burial chambers. As such all tributes not fitting on each chambers designated shelf must be place in the gravelled section opposite to the relating chamber.
- (b) Each mausoleum shall consist of multiple individual chambers, each for the interment of one full coffin.
- (c) The sale of chambers will be managed by Bereavement Services of North Northamptonshire Council to ensure that the best use of chambers for families is achieved.
- (d) Further mausolea will be erected in the future to meet demand and changes to the design of future mausolea may take place without notice.

10. Children and Baby's Sections

- (a) These sections have been specifically designed for the burial of young children and babies. Full sized adult graves are not permitted within the area; however, cremated remains may be interred within children's graves. Please speak to a member of the Bereavement Services Team to enquire which regulations relate to the individual cemetery.
- (b) Unfortunately, because adult sized graves are not permitted in the children and babies' areas, no reservations are possible within these sections.
- (c) To protect the rights of all parties, we require both parents to be joint deed owners for the Exclusive Right of Burial. Both parents must sign the interment form.

11. Cemeteries of Faith

(a) These areas are set aside in existing cemeteries to allow for faiths that cannot be easily accommodated in the main cemeteries.

Memorials, Headstones and Temporary Tributes

12. Memorials and Headstones

- (a) Established cemetery sections may have differing memorial sizes. Please contact the Bereavement Services Team before applying for a memorial to confirm the sizes permitted.
- (b) Any works to or erection of headstones or permanent memorials must be carried out by a registered memorial mason and conform to current British Safety standards set by the British Standards Institution. It is the responsibility of the memorial mason to provide proof of their accreditation and public liability insurance to the Bereavement Services Department before any works are commenced. This is to ensure all memorials are safe according to nationally recognised standards and that your rights as a consumer are protected
- (c) The Exclusive Right of Burial may include within the fee the right to erect a memorial on the corresponding grave so long as it conforms to the current regulations and a memorial permit application is submitted to and approved by North Northamptonshire Council.
- (d) A right granted in respect of a memorial is co-terminate with the period of the Exclusive Right of Burial, currently this is 99 years. The Council reserves the right to remove memorials from private graves once the period of Exclusive Right of Burial has expired. The Council will make such enquiries as required by legislation in force at that time to discover ownership of the memorial should the council wish to implement that right. Where an owner cannot be traced or fails to take any action required, The Council will proceed to dispose of the memorial.
- (e) The Council reserves the right to refuse permission for any memorial or inscription which it considers to be unsuitable or inappropriate. As a general rule an inscription will not be approved if the Council believes it is likely to cause offence or upset to visitors to the cemetery. This includes offensive language, derogatory comments or insensitive phrasing.
- (f) All memorials are the responsibility of the owner of the Exclusive Right of Burial and must be kept in good repair by their owners. The Council is not responsible for the maintenance of memorials or any damage by a third-party including vandalism.
- (g) As such the Council recommends taking out a private insurance policy on all permanent memorials.
- (h) Memorials are tested to ensure the safety of visitors to the site. This is performed to current Ministry of Justice guidelines. Any dangerous or unsound memorials will be made safe using current procedures, this may involve laying the memorial down. All reasonable attempts will be made to contact the grave owner in this instance.
- (i) The Council reserves the right to remove without warning any unauthorised memorial erected on any grave. This is in accordance with The Local Authorities Cemeteries Order 1977.
- (j) No hewing or dressing of stones (other than the cutting of additional inscriptions) is permitted within the Council's cemeteries. Refuse, soil, rubbish and materials must be removed from the grounds by the memorial mason.

(k) No cremated remains may be scattered within The Council's cemeteries except in specific areas at Warren Hill Crematorium and then only by prior arrangement and under the supervision of a member of Bereavement Services staff. Please contact Bereavement Services Team on 01536 525722 for further details.

13. Temporary Tributes

- (a) Individual and artistic memorialisation is encouraged. The Council encourages families to remember loved ones in unique, individual or poignant ways and as such temporary tributes may be placed on graves (solar lights, windmills etc), so long as: -
 - They are not dangerous or deemed to be inappropriate by the Bereavement Services Team.
 - They are placed and kept within the 36-inch headstone border.
 - They are not higher than 36 inches.
 - They do not encroach in any way on any other grave spaces within the cemetery.
 - All live planting is in suitable pots or containers. Only the Council is permitted to plant within the site.

14. Lawn Cemeteries

- Corby Cemetery Extension (2024)
- Doddington Rd, Wellingborough (limited sections)
- Finedon Ashes (New)
- Finedon Baby (New)
- Rothwell Road, Kettering
- Rothwell
- Wollaston (limited sections)

15. Lawn Cemetery Memorials shall:

- be erected and kept within the 36-inch (914mm) border provided at the head of each grave;
- have an overall total height (including foundation slab) not exceeding 36 inches (914mm), measured from ground level. Overall height is measured from the central point of the grave in the headstone border, using a 36-inch rule supplied by the Council. This is non-negotiable.
- not be wider than 36 inches (914mm) including the foundation, and the concrete foundation base must not exceed 24 inches (610mm) in depth.
- be fixed securely conforming to current British Safety Standards.
- not encroach in any way on any other grave spaces within the cemetery.

16. Traditional Cemeteries

- Burton Latimer,
- Broughton,
- Cransley,
- · Corby Existing Cemetery,
- Desborough,
- Doddington Rd, Wellingborough (limited sections),
- Finedon,
- London Rd, Kettering,

- Pytchley,
- · Rockingham Rd, Corby,
- Rothwell,
- Wollaston (limited sections)

17. Traditional Cemetery Memorials shall:

- be erected in the border provided at the head of each grave;
 - have an overall total height not exceeding 7'5" (2260mm) high (including foundation slab).
 - This applies to headstones and Memorials located within Kerb Surrounds.
 - The kerb surround should not exceed overall dimensions of 7' (2100mm) long x 3' (914mm) wide including the foundation
 - be fixed securely conforming to current British Safety Standards.
 - encroach in any way on any other grave spaces within the cemetery.
 - No items should be placed outside of the existing kerbset.
 - Overall height is measured from the central point of the grave in the headstone border.
 - have items and mementoes placed and kept within the grave footprint.

Please be aware any items placed outside of the kerbset will impair the maintenance of the grave. Herbicides will be used around the items, or the grass will be left to grow to ensure equipment does not damage any mementoes.

18. Meadowland/Green Cemeteries

- Rothwell Cemetery (limited area)
- Pytchley Cemetery (limited area)
- (a) No memorials are permitted within the green burial section.
- (b) The Council reserves the right to remove without warning any unauthorised memorial erected on any grave.

19. Mausoleum Area

- Doddington Rd, Wellingborough
- Rothwell Rd, Kettering
- (a) It is the responsibility of the Deed holder (or their nominated representative) to organise the bricking up of the chamber, using a registered stonemason.
- (b) The granite plaque on the chamber will be removed prior to the service and stored in the Customer Service Centre for collection by the nominated stonemason.
- (c) The chamber must be bricked up using engineering bricks to ensure it is leak and weatherproof. Immediately after the interment has taken place.
- (d) It is the responsibility of the Deed holder (or their nominated representative) to organise the inscription of the granite plaque (provided by North Northamptonshire Council) using a registered stonemason.

- (e) Should the deed holder wish for the temporary facing to be put up it must be no sooner than 14 days after bricking up is completed to allow the brickwork/mortar to fully set.
- (f) The engraved granite plaque must be installed using rawplugs into brickwork by the nominated registered stonemason support given by slate or granite slivers.
- (g) Suitable weatherproof sealant may be placed around the edges of the granite plaque.
- (h) A permit must be submitted by a registered stonemason for the inscription. There are no fees for this.

20. Children and Baby's Cemeteries

The majority of North Northamptonshire Cemeteries have children and baby's sections, please confirm with the Bereavement Services Office to ensure that there is a designated area within the nominated cemetery.

21. Children and baby's lawn cemetery memorials shall:

- be erected and kept within the 36-inch (914mm) border provided at the head of each grave;
- have an overall total height (including foundation slab) not exceeding 36 inches (914mm), measured from ground level. Overall height is measured from the central point of the grave in the headstone border, using a 36-inch rule supplied by the Council. This is non-negotiable.
- not be wider than 36 inches (914mm) including the foundation, and the concrete foundation base must not exceed 24 inches (610mm) in depth.
- be fixed securely conforming to current British Safety Standards.
- not encroach in any way on any other grave spaces within the cemetery.

22. Children and babies traditional cemetery memorials shall:

- be erected in the border provided at the head of each grave;
 - have an overall total heigh not exceeding 3' (914mm) high (including foundation slab).
 - This applies to headstones and Memorials located within Kerb Surrounds Kerb
 - The kerb surround should not exceed overall dimensions of 6' (1829mm) long x 3' (914mm) wide including the foundation
 - be fixed securely conforming to current British Safety Standards
 - encroach in any way on any other grave spaces within the cemetery.
 - No items should be placed outside of the existing kerbset.
 - Overall height is measured from the central point of the grave in the headstone border.
 - have items and mementoes placed and kept within the grave footprint.

Please be aware any items placed outside of the kerbset will impair the maintenance of the grave. Herbicides will be used around the items, or the grass will be left to grow to ensure equipment does not damage any mementoes.

23. Fencing surrounding grave/headstone

Fencing that has been erected within the headstone border in the lawn sections and on the grave space in traditional sections must not encroach on any other grave space and should be kept in good order. North Northamptonshire Council reserves the right to remove any fencing that has fell into disrepair or is deemed as a health and safety risk.

24. Oversized memorial areas

There are areas in specific North Northamptonshire Cemeteries where larger lawn cemetery memorials are permitted, please confirm with the Bereavement Services Office to ensure that there is a designated area within the nominated cemetery.

25. Oversized Lawn Cemetery memorials shall:

- be erected and kept within the 36-inch (914mm) border provided at the head of each grave;
- have an overall total height (including foundation slab) not exceeding 36 inches (914mm), measured from ground level. Overall height is measured from the central point of the grave in the headstone border, using a 36-inch rule supplied by the Council. This is non-negotiable.
- not be wider than 5' (1524mm) including the foundation, and the concrete foundation base must not exceed 24 inches (610mm) in depth.
- be fixed securely conforming to current British Safety Standards.
- not encroach in any way on any other grave spaces within the cemetery.

Behaviour in Cemeteries

Please:

- Remember that this is a place of rest.
- Respect the peace and tranquillity of the site.
- Respect other bereaved families and visitors.
- Supervise children properly, ensuring that those under ten remain with an adult at all times.
- Put litter in one of the bins provided or take it home with you.
- Be mindful when a funeral is taking place, the access to the section of the cemetery being used may be temporarily inaccessible.
- Dog control orders are in place, please ensure your dog is on a short leash.
- Clean up after your dog.

Please don't:

- Solicit orders of any description.
- Consume or leave alcohol on graves.
- Allow dogs off lead within the site.
- Drive vehicles above walking speed.
- Park on any grassed areas within the cemeteries.
- Abuse cemetery staff as this will not be tolerated.

The penalties prescribed in the Burial Acts for damaging the burial ground or committing any nuisance therein, will be strictly enforced by the Council.

Copies of the foregoing Rules and regulations, together with copies of the fees and charges can be obtained from the Bereavement Services Customer Service Centre.

The Council may from time to time make any alterations, additions, or amendments in or to the foregoing Rules and Regulations. The forgoing Rules and Regulations will come into operation on 00/00/2025.

All previous Rules and Regulations are hereby superseded.

NOTES EXTRACTS FROM THE LOCAL AUTHORITIES' CEMETERY ORDER 1977

General Powers of Management

3.-(1) Subject to the provision of the order, a burial authority may do all such things as they consider necessary or desirable for the proper management, regulation and control of a cemetery.

Helpful contacts

SANDs: SANDS is the stillborn and neonatal death charity; they offer help and support to families as well as working nationally with Government and organisations in policy matters. Website: https://www.uk-sands.org/ Telephone helpline: 020 7436 5881

Cruse Bereavement Care: Cruse are a national Bereavement Charity offering support when you lose someone. They offer local face-to-face support within Northamptonshire and Leicestershire. Website: http://www.cruse.org.uk/ Telephone helpline: 0844 477 9400

The Samaritans: 24-hour helpline support every day of the year for anyone in distress including those who are feeling suicidal. Website: www.samaritans.org/ Telephone: 08457 90 90 90

The Child Death Helpline: Part of Liverpool St and Great Ormond St Children's Hospitals. Helping anyone affected by the death of a child regardless of age or relationship. Website: www.childdeathhelpline.org/ Telephone: 0800 282986

Other links or signposting to be reavement support can be obtained through our bereavement team. You can call on 01536 525722 or email be reavements ervices @northnorthants.gov.uk

APPENDIX 1

North Northamptonshire Council currently operates cemeteries in the following areas:-

Corby Area

Shire Lodge Cemetery – Traditional and Lawn Sections Rockingham Rd Corby Northants NN17 2AE

Rockingham Road Cemetery – Traditional Section Rockingham Rd Corby Northants NN17 1AD

Kettering Area

Rothwell Road Cemetery – Lawn Sections and Mausolea Warren Hill Crematorium Rothwell Rd Northants NN16 8XE

London Road Cemetery – Traditional and Lawn Sections
London Rd (Existing graves only no new plots available)
Kettering
Northants

Northants NN15 7PF

Burton Latimer Cemetery – Traditional Cemetery Church Lane Burton Latimer

Northants NN15 5LU

Broughton Cemetery – Traditional Cemetery

Gate Lane Broughton Northants NN14 1ND

Cransley Cemetery – Traditional Cemetery Church Lane Cransley

Northants

NN14 1ND

Pytchley Cemetery – Traditional Cemetery and Meadowland Section Orlingbury Road Pytchley Northants NN14 1ET

Rothwell Cemetery – Traditional Lawn and Meadowland Sections Loddington Road Rothwell Northants NN14 1RX

Desborough Cemetery – Traditional Cemetery Rushton Road Desborough Northants NN14 2QB

Wellingborough Area

Doddington Rd Cemetery – Traditional, Lawn Sections and Mausolea 71-73 Doddington Road Wellingborough Northants NN8 2JH

Finedon Cemetery – Traditional Cemetery 102 Station Road Finedon Northants NN9 5NS

Wollaston Cemetery – Traditional and Lawn Sections Cobbs Lane Wollaston Northants NN29 7PP