

# A guide to burials & cemeteries in West Norfolk



Bereavement is a time when relatives and friends require support and assistance. The desire that a loved one should be laid to rest in pleasant surroundings in a well-tended plot is one that the Council recognises, and the contents of this document are intended to give guidance and to answer those questions that most often arise at these difficult times.

This leaflet provides information regarding burials and interments. If you wish to arrange a cremation, please contact your funeral director or call Mintlyn Crematorium on 01553 630533 for more information.

## Council-owned cemeteries

The council owns and maintains the following six cemeteries:

Gayton Road Cemetery, King's Lynn  
Hardwick Road Cemetery, King's Lynn  
Hunstanton Cemetery, Hunstanton  
Walpole St Andrew Cemetery, Walpole St Andrew  
Marshland Cemetery, Marshland Smeeth

The mass release of balloons or any sky lanterns is not permitted.

### Visitors can access these during the following times

	Mon – Sat	Sun / Public holidays
1 Oct – 31 Mar	8am – 4.30pm	10am – 4.30pm
1 Apr – 30 Sep	8am – 6pm	10am – 6pm

There are a considerable number of other cemeteries and churchyards in West Norfolk for which we suggest you contact the local parish council about as we do not hold any information for these.

## Arranging a burial

If you wish to arrange a burial please contact a Funeral Director. When arranging the funeral, the Funeral Director will ask you if you would like to purchase a grave space. We explain what this means later in this leaflet.

In addition to the fee payable to purchase a grave, you will be charged for the actual burial. Your chosen Funeral Director will advise you of any fees payable in relation to the burial.



Example of Vase and unpurchased grave



Examples of Kerb Memorials

## Purchasing a grave space

If you decide to purchase a grave space this gives you the exclusive rights of burial in this space for a period of 99 years, meaning only the person/people specified by you can be buried in the plot for this period. These rights can be renewed at the end of the 99-year period. You are not purchasing the land only the rights.

Purchasing the grave will also allow you to place a memorial at the grave (details below).

The plots can be purchased before or after bereavement and arrangements can be made for a second person that you choose to be buried in the grave and for up to eight cremated remains caskets to be interred there.

If you do not wish to purchase a grave space you will not be able to place a headstone or other memorial on the grave or plant flowers or bulbs. You should also note that this plot may also be used to bury another, unrelated person, at a later date.

If you decide later that you wish to purchase the grave, please contact us on the number shown at the back of this leaflet for details.

## Ownership Transfers

If ownership of the grave is to be transferred then the Council has to ensure that this is to the person(s) entitled to the rights. What happens next will depend on whether the transfer is whilst the current owner is still living or after their death, and then if they left a will or not, and who is named in that will. Once you know which applies you will need to make the necessary application to transfer the rights. There is also a fee to cover the transfer. Unfortunately a new or updated memorial would not be permitted on the grave until the transfer has been completed.

## Memorials

If you have chosen not to purchase a grave, you will not be able to install a permanent memorial. A temporary marker, such as a small wooden cross or a small flower container is permitted at the head of the un-purchased grave.

If you have purchased the grave you may wish to leave the grave unmarked or you may choose to install a permanent memorial. The type of memorial you can have will depend upon the location of the grave. Our cemeteries may include kerb sections where headstones and kerbs are allowed, lawn sections where only headstones are permitted and cremated remains sections where only cremation tablets - flat stones, laid level with the ground - are permitted.

All memorials must be pre-approved by us and all work must be carried out by a council-approved monumental stonemason with appropriate public liability insurance. Your chosen stonemason will advise you of any fees payable in relation to the installation of the memorial and will also liaise directly with us to get the appropriate permits to carry out the work.

The table below sets out the types of memorials allowed in different sections of our cemeteries:

To enable access to neighbouring graves and to ensure that routine maintenance can be carried out, we ask that the guidance is followed and that items do not exceed

the space permitted and do not cross onto other graves or the pathways. We also ask that you do not plant shrubs or trees, or erect other structures or place any items including fencing, kerbings, wire fencing, windmills, raised or sunken footstones, solar lights, wind chimes, pots, balloons, any item made of pottery / tin / plastic / glass / bricks. If items are found to prevent maintenance of the cemetery the grave owner will be contacted and asked to remove them. If the items continue to impede access, unfortunately they will be removed by the council.

If you are not sure about what is allowed on the graves, please contact Mintlyn Crematorium on 01553 630533. *Please note: Funeral Floral tributes will be removed from all graves two weeks after the funeral, or earlier if they become unsightly.*

## Looking after a grave and memorial

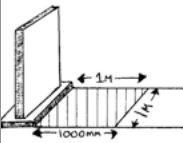
The council maintains the grass, pathways and grounds of the cemetery. If the grave space has been purchased, you will be responsible for tending to the headstone and if planted 3'3" / 1000mm area in front of the headstone or the area within the kerbstone for approved kerbsets.

In the interest of safety the council checks memorials regularly. Where a memorial is considered unsafe the council will contact the owner of the grave to advise them what action they need to take.

The council recommends that you take out an insurance policy to cover damage to stone memorials caused by vandalism.



Simple Flower Vase

Area of cemetery	Permanent Memorials	Temporary memorials
<i>Purchased graves</i>		
Lawns section	<p>Headstone <b>and / or</b> Bedding plants or bulbs can be planted in the area directly in front of the headstone but must not exceed an area 3' 3" (1000mm) x 3' 3" (1000mm) <b>and / or</b> A flower container no more than 8" (20cm) squared can be placed within the area detailed above.</p> <p>No other items are permitted on or around the grave.</p>	 <p>For a period of twelve months, if a permanent memorial is not being erected, then items of a more temporary nature can be placed at the head of the grave. After one year, these temporary items must be removed by the person responsible for the grave. If they are still in place after the end of that year, they will be removed by us.</p> <p>No other items or kerbs are permitted.</p>
Kerb section (where permitted)	<p>Headstone or Pre-approved kerb enclosing the perimeter of the grave. Items, can be placed with the kerbed area.</p> <p><b>Please note:</b> If you choose not to have a kerb, then the guidance for the lawns section above applies.</p>	<p>For a period of twelve months, if a permanent memorial is not being erected, then items of a more temporary nature can be placed at the head of the grave. After one year, these temporary items must be removed by the person responsible for the grave. If they are still in place after the end of that year, they will be removed by us.</p>
Cremated remains section	<p>A cremation tablet, set flat in the ground. Vases not part of the tablet can be placed on the tablet.</p>	<p>No other items are permitted.</p>
<i>Unpurchased/allocated graves</i>		
All areas	<p>No permanent memorials are permitted.</p> <p>A small marker such as a wooden cross showing the name of the deceased or a small, plain flower container no larger than 8" (20cm) square may be placed on the grave.</p>	<p>For a period of twelve months, items of a more temporary nature can be placed at the head end of the grave. After one year, these temporary items must be removed by the person responsible for the grave. If they are still in place after the end of that period, they will be removed by us.</p>

## Access

All our cemeteries can be freely accessed by pedestrians and motorised scooters during the published opening hours. Our Gayton Road Cemetery requires an electronic key to open the barrier for authorised vehicles.

Please bring your blue badge or a letter from your Doctor outlining your mobility issues to the Public Enquiry Office, Mintlyn Crematorium, Lynn Road, Bawsey, King's Lynn PE32 1HB where a key will be issued to you upon payment of a refundable deposit.

## General

We allow an area larger than the actual grave size to ensure that there is adequate space between graves for the maintenance of the cemetery. An adult's grave is seven foot (2134mm) x three foot six inches (1000mm). A child's grave is three feet six inches (1000mm) x two foot 6 inches (762mm). A cremated remains plot is twenty one inches (530mm) x twenty one inches (530mm).

### Visiting the cemetery

We aim to make our cemeteries safe, tranquil places where people can remember their loved ones. Signs at the entrance of each cemetery outline to visitors our cemetery rules, which include:

- Keeping dogs on a short lead and clearing up after them if they foul in the cemetery
- Ensuring all litter is disposed of in the blue bins provided
- Being considerate and respectful when visiting the cemetery
- Not playing any game or sport or create a nuisance.

Please observe these rules when visiting our cemeteries.

## Contact us

For more information about Borough Council cemeteries  
Tel: 01553 630533  
Email: [mintlyn@west-norfolk.gov.uk](mailto:mintlyn@west-norfolk.gov.uk)  
Website [www.west-norfolk.gov.uk](http://www.west-norfolk.gov.uk)

The council runs its cemeteries in accordance with the Local Government Act 1972, Local Authorities Cemeteries Order 1977, Local Authorities Cemeteries (Amendment) Order 1986 and other relevant legislation. A full copy of the Cemetery Rules and Regulations is available by contacting Mintlyn on the number shown above.

The council cannot be held liable for any items placed on graves within our cemeteries.



Lawns Memorial