

BEREAVEMENT SERVICES
HARTLEPOOL CEMETERIES & CREMATORIUM
Tanfield Road, Hartlepool, TS25 5DD
Telephone: 01429 284031 / 01429 24033
Email: cemeteries@hartlepool.gov.uk



CEMETERIES & CREMATORIUM

Charges, cemetery regulations & guidance applicable to the provision and use of cemetery services at:

Hartlepool Crematorium
Stranton Cemetery
West View Cemetery
North Cemetery
Old Cemetery (Spion Kop)

With Effect from 1st April 2025

Interment or burial can be carried out:

Monday to Thursday 9:00am to 3:00pm
Friday 9:00am to 2:00pm

Chapel Opening Time:

Monday to Thursday 9:00am to 3:00pm

Crematorium Opening Time:

Direct Cremations (No Attendance) 8:00am to 8:45am
Monday to Friday
Direction Cremation (Attendance) 8:30am (one per day)
Monday to Friday
Cremation Services (Attendance) 9:00am to 3:30pm
Monday to Thursday

(Please note: Last Service – Committal Only on Friday 3:00pm)

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CREMATION CHARGES

Adult Direct Cremation Unattended (No Service) Deceased delivered directly to the catafalque every 15 minutes from 8.00am to 8.45am with pre booking.	£ 600.00
Adult Direct Cremation Attended (No Service – Only Small Number of Mourners Present) Deceased delivered directly to the catafalque with pre-booked time at 8.30am only.	£ 763.00
Adult Committal Service Cremation (also includes 9:00am Full Service)	£ 922.00
Adult Full Service Cremation	£1057.00
Child Service Cremation (Under 18 Years) Parent(s) are a Hartlepool resident.	£0.00
Cremation of Body Parts (must not exceed 10% of a body's volume) Be in a suitable container with the rest of body having been cremated / buried by HBC. Use of chapel not included.	£102.00
Retention of Cremated Remains Beyond one month. Charge per week.	£10.00
PLEASE NOTE: FULL SERVICE BOOKED IN AT 9.00AM WILL BE CHARGED AT COMMITTAL SERVICE PRICE	

Cremation Service – What's Included

1. Use of the Cremator.
2. The use of the chapel.
3. Inscriptions in the Book of Remembrance, 2 Line Entry (single) from 1st April 2020.
4. Environmental abatement charges.
5. Certificate of cremation also additional copy of cremation if lost and cremated at crematorium.
6. Temporary storage of cremated remains for one month after the cremation service.
7. Container for the removal of the cremated remains from the crematorium.

CHAPEL HIRE AT STRANTON CREMATORIUM

There are 2 chapels that can be used as individuals or as one. They are linked by large live feed screen and audio system. They have traditional wooden pew seating for up to 200 mourners and are nondenominational; the rooms are accessible by a wheelchair. Toilets are available on site when staff are in attendance.

30 minute – following time allowances: 10-minute service time starting promptly with remaining 20 minutes for crematorium site logistics.	£ 135.00
60 minute – following time allowances: 30-minute service time starting promptly with remaining 30 minutes for crematorium site logistics.	£ 270.00
<u>(THIS SERVICE SHOULD BE BOOKED FOR SERVICE PRIOR TO BURIAL)</u>	
Penalty charge for chapel hire services that over-run applied at Cemeteries Management discretion to each 10 minutes of delay It is crucial for the smooth running of services conducted during the day that chapel hire times are adhered to. An administrative charge can, at the discretion of the cemeteries management, be levied for this reason for each 10-minute delay incurred due to unforeseeable delays originating from the funeral directors or party.	£60.00 Per each 10 minutes

Chapel Hire – What's Included

1. Use of chapel and facilities.
2. The playing of music booked through Obitus.
3. Use of an electric organ (Crematorium Chapel only) – organist not included.
4. An onsite attendant for advice and assistance.
5. Hearing Loop.
6. Service Books (placed out with prior notice).

AUDIO & VISUAL SERVICE

Live webcasting & recording of services is available in the crematorium chapel only (includes VAT)

The live webcast plus access to a recording of the webcast to watch again for a further 28 days	£ 60.00
A keepsake recording of the webcast on a DVD / Blu-Ray / USB Memory Stick / Audio CD in a presentation case	£ 60.00
Video Book - A portable video of the service, set in its own A5 electronic screen, encased in a linen-wrapped book	£ 95.00
Memory Box – Choose up to 25 photos to be professionally printed and delivered in a personalised linen-wrapped box alongside your service, tribute or both	£ 130.00
Additional keepsake DVD/USB	£ 32.00
Additional Video Book	£ 75.00
Additional Memory Box	£ 100.00
Single Photo – Picture of the deceased that can be shown on screen throughout the service	£ 20.00
Basic Slideshow – Photo slideshow of up to 25 photos with simple transitions that can be set to loop. This option does not include music	£ 50.00
Music Tribute – Tribute of up to 25 photos, time to a chosen piece of music with fade transitions	£ 90.00
Themed Tribute – Choose from a range of curated themes and have up to 25 photos professionally edited and timed to a chosen piece of music	£ 95.00
Extra Single photo – Surcharge for any additional holding images beyond the single photo	£ 10.00
Tribute Download Link – A downloadable version of the Music or Themed Tribute, to keep forever	£ 10.00
Extra Tribute Photos – For each extra 25 photos on a visual tribute	£ 22.00
Extra work charge – Applied to any of the standard products for additional work, e.g. adding a video to a Tribute	£ 22.00
Family Supplied Tribute – Family supplied video/photo Tribute used as received with basic quality checks performed by the Obitus team	£ 32.00

SCATTERING OR STREWING OF CREMATED REMAINS

Upon a grassed area within the Gardens of Remembrance or where exclusive right of burial owner gives permission.

Above ground on the Garden of Remembrance with mourners present at a previously reserved time.	£ 68.00
Below ground in selected grave plot with mourners present at a previously reserved time.	£ 127.00
Strewing of cremated remains by Cemetery Staff in crematorium's own time with no mourners present.	£ 0.00
For a child under 18 years and parents are Hartlepool residents	£ 0.00

ADMINISTRATION CHARGES FOR NON-STANDARD INTERMENT / CREMATION ITEMS

Emergency processing of completed interment or cremation paperwork received less than (9:00am) 3 full working days before the planned interment or cremation	£ 75.00
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PURCHASE OF A BURIAL PLOT (EXCLUSIVE RIGHT OF BURIAL)

Burial Fees Not Included in Exclusive Right

Full Size Plot - Coffins and Cremated Remains – 100 Year Period

Single & Double Depth	Adult Resident – B & C Type	£1612.00
Single & Double Depth	Adult Resident – A Type	£2030.00
Single Depth	Child Resident (Under 18 Years) – B & C Type	£0.00
Single & Double Depth	Adult Non-Resident – B & C Type	£3224.00
Single & Double Depth	Adult Non-Resident – A Type	£4060.00
Single Depth	Child Non-Resident (Under 18 Years) – B & C Type	N/A

Tribute Size Plot – Cremated Remains Only – 50 Year Period – Capacity up to 4 Caskets

Cremated Remains	Adult Resident – B & C Type	£1004.00
Cremated Remains	Adult Resident – A Type	£1281.00
Cremated Remains	Adult Non-Resident – B & C Type	£2008.00
Cremated Remains	Adult Non-Resident – A Type	£2562.00
Cremated Remains	Child Resident (Under 18 Years)	£0.00
Cremated Remains	Child Non-Resident (Under 18 Years)	N/A

Special Size Plot – Cremated Remains Only – 25 Year Period – Capacity up to 3 Caskets

Re-Lease plot for another 25 years (B & C Type Resident)	£427.00
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STILLBORN CHILD COMMUNAL BURIAL AREA INTERMENT CHARGE

Exclusive right of burial cannot be purchased in this area	£0.00
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Purchase Fees – What's Included

1. Pre-arranged grave selection with cemetery staff.
2. Memorial charges to fix and inscribe extra inscriptions.
3. Safety memorial inspection under regulations.
4. Preparation of a deed or lease plan for the exclusive right of burial for each plot/grave.
5. Enter in the register of purchased grave records books / electronic version.

Information on Purchase of a Burial Plot / Exclusive Right of Burial

The purchase of a burial plot / exclusive right of burial means that you have taken the rights of interment and to erect a memorial within the said cemetery of which you will hold the deeds for a set length of time. It also means that you as the deed holder are responsible for any item placed upon it including its maintenance is in good order.

Failure to do this and in the unlikely occasion that someone is injured, could result in a claim against the deed holder, and therefore is it recommended that the deed holder maintains their items there on in good condition taking out insurance to cover any eventuality.

TRANSFER DEEDS

Transfer of the grant to Exclusive Right of Burial of a grave space to a new name and for the entry of the new particulars in the 'Register of Purchased Graves'	£ 75.00
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INTERMENT COSTS

Single & Double Depth	Adult Resident – A & B Type Burial	£1150.00
Triple Depth	Adult Resident – A & B Type Burial – Pre-1st April 2020	£1320.00
Single Depth	Child Resident (Under 18 Years) – B Type Burial	£0.00
Single & Double Depth	Adult Non-Resident – A & B Type Burial	£2300.00
Triple Depth	Adult Non-Resident – A & B Type – Pre-1st April 2020	£2640.00
Cremated Remains	Adult Resident – A & B Type Burial	£254.00
Cremated Remains	Child Resident (Under 18 Years) – A & B Type Burial	£0.00
Cremated Remains	Adult Non-Resident – A & B Type Burial	£508.00
Cremated Remains	Child Non-Resident (Under 18 Years) – A & B Type Burial	N/A
Parents are Hartlepool Residents:	The burial of a stillborn child in the current stillborn area in a single grave (the exclusive right of burial cannot be purchased in this area).	£0.00
Parents are Hartlepool Residents:	In the event of a body of a child being interred in the same casket as the body of its parent.	£0.00

Interment or Burial – What's Included

1. Preparation of the grave for interment & provision of grass matting around the grave prior to burial.
2. Turfing of the grave plot following settlement.
3. Maintenance of grass area around the outside grave memorial, as long as the area is clear of memorabilia.
4. Enter in the burial register records books / electronic version.

MEMORIALS

When interring the remains of a loved one in any grave that has memorials upon it of any type it is the responsibility of the grave owner to have these memorials removed in advance of the interment, failure to do this will mean that the burial cannot take place.

All memorial stones and kerbing must be constructed from natural quarried stone and be installed to the National Association of Memorial Mason's code of working practice.

Memorial safety inspections will be carried out on a regular basis by qualified staff, if the memorial is found to be unsafe where possible the grave owner / responsible person will be informed and it is then their responsibility to correct the fault, failure to do this could result in injury claims against the owner / responsible person.

Guide To Permitted Memorials:

Lawn Burial Plot and Tribute Memorial Size.

Overall height, from the bottom of the base to the top of the memorial stone 4' (121.9cm). Maximum width of the base from side to side 3' (91.4cm). Maximum depth from back to front is 2'6" (72.6cm). All materials must be a minimum of 3" (7.6cm) thick.



Ordinary Burial Plot Memorial (Full Kerb Set).

Memorial dimensions are the same as Lawn Burial Plot & Tribute Memorial sizes. Overall enclosed area from the back of the memorial stone is 7' x 3' (213.4cm x 91.4cm). All kerb materials must be a minimum of 4" (10.1cm) thick.



*All fitted to the British Registration of Accredited Memorial Masons reference guide complying with: BS 8415:2018

MEMORABILIA ITEMS

Polished Wood Casket	£ 90.00
Additional Ashes Removal Box	£ 16.00
Metal Rose Memorial Plaque	£ 195.00
Granite Multi Bench Plaque (Memorial Vase Area)	£ 280.00
Vase Block Memorial	£ 540.00
Vase Block Memorial Replacement Tablet	£ 200.00
Vase Block Memorial Replacement Flower Container	£ 12.00
Wooden Cross with Plaque	£ 45.00
Memorial Tree in cemetery, (includes one plaque 11" x 11"). Limited amount	£ 925.00
Memorial Tree Extra Plaque (11" x 11")	£ 394.00
Memorial Oak Bench Additional Plaque (2.5" X 9")	£ 195.00
Full Size Brass / Aluminium Urn	£145.00
Biodegradable Urn	£89.00
Mini Keepsake Urn	£32.00
Heart Shaped Keepsake	£38.00
Butterfly Keepsake	£38.00
Ash Scatter Tube (0.4 litres)	£15.00
Ash Scatter Tube (1.9 litres)	£19.00
Ash Scatter Tube (3.9 litres)	£21.00

BOOK OF REMEMBRANCE

2 Line Entry Inscription – Single (no charge if cremated at Hartlepool Crematorium from 1 st April 2020)	£ 77.00
5 Line Entry Inscription - Double	£ 146.00
8 Line Entry Inscription - Treble	£ 204.00
Badge / Floral Emblem Inscription (including 5 lines)	£ 280.00
Full Coat of Arms Inscription (including 8 lines)	£ 345.00
2 Line Entry Memorial Card	£ 42.00
5 Line Entry Memorial Card	£ 69.00
8 Line Entry Memorial Card	£ 85.00
Badge / Floral Emblem Memorial Card (including 5 lines)	£ 226.00

FAMILY HISTORY SEARCH FEES

A search for each surname or grave in the 'Registers', kept by the Cemeteries Office	£ 18.00
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EXHUMATIONS

Please refer requests to the Cemeteries Office

The exhumation cost of cremated remains caskets or bodies is subject to the individual circumstances of each request. The cemeteries management will consider applications on a case-by-case basis and provide estimates for the administrative and practical exhumation costs potentially associated with the undertaking.

RULES, REGULATIONS, DESCRIPTIONS & OTHER INFORMATION

Plot Lease Type, Surface Area & Burial Plot Use

Exclusive Right of Burial renewable after 100 years for Ordinary Plots and Lawn Plots.	Exclusive Right of Burial renewable after 50 years for Tribute Area Plots.	Exclusive Right of Burial renewable after 25 years for Special Plots.
9 feet (274.3cm) by 4 feet (121.9cm) for Ordinary Plots and Lawn Plots.	7 feet (213.4cm) by 4 feet (121.9cm) for Tribute Area Plots.	2 feet (61.4cm) by 3 feet (91.4cm) for Special Plots.
Interment of coffins & cremated remains allowed.	Interment of cremated remains only allowed.	Interment of cremated remains only allowed.

Exclusive Right of Burial in a division 'A' or path side burial plot must be purchased prior to the interment for Ordinary Plots, Lawn Plots, Tribute Area Plots and Special Plots.

Erection of Memorials

Where permitted, no memorials can be erected unless the Exclusive Right of Burial has been purchased for Ordinary Plots, Lawn Plots, Tribute Area Plots and Special Plots. Applications to erect memorials, kerbing, tablets and inscriptions must be completed on the Memorial Works Application Form at least 2 working days prior to the proposed fixing. This form must be signed by the burial rights owner and the qualified installer who is proposing to carry out the work. Memorials and kerbs must be installed by qualified installers to the National Association of Memorial Mason's code of working practice. The grave number must be inscribed on one side of the memorial stone or kerb.

Memorial stones must be placed in line adjacent grave memorials. Memorial stones must not be more than 4ft (121.9cm) tall, 3in (7.6cm) thick; on a base no more than 3ft (91.4cm) across width of the grave and 1ft 8in (50.8cm) wide for Ordinary Plots, Lawn Plots and Tribute Area Plots. Memorial stone and kerb materials must be constructed from natural quarried stone.

A wooden cross with plaque supplied by Hartlepool Borough Council can be used as a temporary marker, for a period of up to 1 years until a permanent memorial is installed.

Gravel and stoned areas where only an inscribed stone memorial tablet, or an inscribed stone memorial tablet and associated block vase combination are permitted for Special Plots.

Kerbs must be placed at memorial stone end of grave in line with existing graves. Maximum size measured at outside edges 7ft (213.4cm) long by 3ft (91.4cm) wide for Ordinary Plots and 2ft 6in (72.6cm) long by 3ft (91.4cm) wide for Ordinary Plots, Lawn Plots and Tribute Area Plots. Inside the kerbs must be grass-free low-maintenance surface such as concrete or gravel – no shrubs or trees.

All memorials, kerbing, inscriptions & any other item placed on a grave remain the responsibility of their respective owners and are subject to the approval of the cemeteries management. The grave owner is responsible for the maintenance and safety of the memorial. Failure to do this may lead to the burial authority making the memorial safe and applying charge.

RULES, REGULATIONS, DESCRIPTIONS & OTHER INFORMATION

The Cemetery is managed for all, and an equal view must be taken by those charged with its upkeep

Kerb stones of any type placed outside the instructed size will be moved back to fit instructions and this work may be charged to the grave owner. Grave surrounds made of materials that are not prescribed will be removed and flimsy grave surrounds may be damaged by normal cemetery maintenance and no responsibility will be taken by the cemetery for this. Grave personalisation placed outside to permitted areas will either be removed or the grave area will not be maintained. Any injury, harm or damage caused using un-prescribed materials in the decoration of any grave will be the responsibility of the grave owner. Equally any lack of maintenance of graves that results in any injury, harm or damage is the responsibility of the grave owner.

Non-resident charges are applicable to persons not registered as a permanent resident of the Borough of Hartlepool either at, or within the preceding twelve months prior to the time of death.

The Cemeteries and Crematorium Office requires at least three full working days' notice (does not include Saturdays, Sundays or Public Holidays) for any application for cremation, interment or chapel hire. Notification must be given in writing on the prescribed forms available from the Cemeteries and Crematorium Office.

All the required cremation or interment documentation must be provided to the Cemeteries Office in a clearly written, accurate and fully completed condition. Any documents not so presented will be returned incurring potential delays in progressing the application. The Cemeteries and Crematorium Office will accept and progress fully compliant application documentation from the person authorised to act in such capacity on behalf of the deceased person, or as an attachment from a recognised authorised email sender e.g. funeral director. In all cases the documents must be signed by the person authorised to act in such capacity on behalf of the deceased person.

Cemeteries management cannot accept any responsibility for delays in application processing resulting from a failure by applicants or their representatives to supply requested accurate information in adequate detail, in a timely manner.

The cemeteries management reserves the right to apply charges for the emergency processing of completed cremation or interment paperwork received less than (9:00am) three full working days before the planned cremation or interment.

To deliver a sensitive, respectful, dignified and professional service for all cemetery and crematorium users the following conditions apply to all bookings:

Prompt arrival and departure is critical to avoid conflicts with adjacent bookings.

The timings provided are to give all funeral services and families the respectful experience they deserve in their time of distress.

It is advised by Cemetery Management that the placement of temporary items on burial plots is not recommended. Any item placed on a grave remains the responsibility of their respective owners and the cemeteries management does not accept responsibility for any damage, displacement, vandalism, loss or theft that might occur whilst items are on site. Temporary items will deteriorate in rain, sun and frost. They have the potential to be blown about by strong winds. Displacement resulting from the activities of birds and other wildlife, ongoing site works, or other passing visitors is also likely. The cemetery management reserve the right to remove and safely dispose of without prior notification any items which it deems: inappropriate, offensive, a nuisance, unmaintained damaged or deteriorated, or an unreasonable risk to the maintenance of site health and safety or site security.