

# HICKORY NECK CHURCH CEMETERY

8300 Richmond Road, Toano, Virginia 23168

## Rules and Regulations

### General

1.0 The cemetery shall be operated by a Cemetery Committee. Any conflict or question not covered in the rules will be resolved by Vestry action.

### Cemetery Fund

2.0 The Cemetery Committee shall maintain a Cemetery Fund as a separate and independent function of the church. All fees, income from investments, and other monies accruing from operations or any other sources shall be paid to the Cemetery Fund Treasurer for credit to the Fund. Expenses for operations, maintenance and capital improvements to the cemetery shall be paid from the Fund.

2.1 Income shall be deposited in an interest-bearing account or in savings certificates in a commercial bank.

### Cemetery Committee

3.0 The cemetery Committee is responsible for (a) the issue of Burial Privilege Certificates, (b) preservation and up-dating of Cemetery records including area plots, the posting of interments and other pertinent data on Cemetery master records and plots, (c) maintain appearance of the cemetery and recommend desirable changes in policy, operations or finance.

3.1 The Cemetery Committee shall be responsible for implementing the functions outlined in paragraph 3.0, and at interment, shall locate and stake out the grave site(s) to be used.

3.2 The Cemetery Committee shall (a) collect fees, receipts from the purchase of Burial Privileges, and all other monies accruing to the Cemetery Fund; and shall deposit such receipts into account(s) as provided for in Section 2.1. (b) shall make such disbursements as may be approved for operations. (c) shall maintain a file of the fiscal records such as status of Privilege Certificates, bank and savings certificate balances or other investment income. The foregoing shall be reflected in annual reports to the Vestry.

### Burial Privileges

4.0 The grant of Burial Privileges will be limited to active members of Hickory Neck Church.

4.1 These privileges are intended for use by the purchaser and/or his immediate family. Immediate family members include only the spouse, children and parents. Exceptions may be granted at the discretion of the Cemetery Committee.

4.2 Burial Privileges may be obtained by application to the Cemetery Committee and full payment in the amounts shown in Section 4.4.

4.3 Upon receipt of full payment, the Cemetery Committee will issue a Burial Privilege Certificate for each site reserved. At this time, all data relative to each certificate will be entered in the permanent cemetery records.

4.4 At the present time (2008), three types of cemetery sites are offered:

Memorial Garden: Cremains are interred directly into the earth without a container in the garden area near the Historic Chapel. A small bronze plate which includes the name and birth and death dates of the deceased is mounted on the large granite marker for this garden. The cost of this privilege is \$250.00 which does include the procurement of the bronze name plate.

The other two types of sites are offered in the new section of the cemetery located to the north of the crape myrtles in front of the New Chapel:

A full size single site (4 ft. x 8 ft.) that will accommodate a casket and vault for traditional burial – The cost of this privilege is \$1,000.00.

A half size single site (4 ft. x4 ft.) that may be used for one or two sets of cremains, with or without a vault – The cost of this privilege is \$550.00.

4.5 Headstones and markers may be installed at full size and half size sites at the expense of the certificate holder or his/her estate. Headstones and markers shall be mounted on concrete; top of stone/marker to be flush within one inch of grade to allow sufficient clearance for mower blades.

4.6 All stones or markers must be approved by the Cemetery Committee before installation. The Committee reserves the right to authorize the removal of such markers, etc., installed without permission, or which may be considered inappropriate, at the certificate holder's expense.

4.7 The Burial Certificate is non-negotiable and non-transferable except to the Cemetery Committee. Upon the death of a certificate holder, remaining privileges may be transferred to the legal heir(s) or devisee(s) upon their written requests. No sale of a Burial Privilege, except back to the Cemetery Committee, is valid.

4.8 Authorization by the Rector or member of the Cemetery Committee is required before a burial site may be opened. Upon request, satisfactory evidence – a Burial Privilege Certificate – must be provided, or record of its issue must be entered in the cemetery records per Section 4.3.

4.9 The Cemetery Committee is responsible for the general maintenance of the cemetery; each certificate holder is responsible for care and maintenance of the markers. Seasonal floral and evergreen tributes may be placed at the graves, but no permanent or planted adornment will be allowed.

4.10 Unless later required by the Vestry, there is no assessment or charge for perpetual care. Such costs are included in the original Burial Privilege charge.

4.11 Every reasonable effort will be made to honor the burial site originally chosen; however, conditions may prevail rendering this impractical. For example: an unusually large tree may prevent opening a site, or the presence of subterranean obstacles may preclude the use of a site.

To remedy the condition described above, the Certificate holder may choose one of the following options:

- (a) An alternative site
- (b) Such other options as may be presented by the Committee
- (c) Repurchase by the Committee in the amount of the current cost of a site.

4.12 Upon written request by the Certificate holder, the Cemetery Committee will repurchase unwanted sites for one-half the current site charge.

At the present time, the Cemetery Committee consists of: Fred Boelt, Bert Geddy & Larry Kelley. Please contact one of them for assistance with your burial privilege needs.