



## CHISELDON PARISH COUNCIL POLICY FOR PUBLIC HEALTH FUNERALS

This policy will be enacted when someone passes away within the parish and the either have no known family or friends to arrange a funeral for them, or the family does not have the funds to arrange a funeral.

The Clerk is responsible for arranging public health funerals.

The Clerk will ensure the council act in accordance with the Public Health Act 1984 Section 46 and the supporting guidance.

[Public Health \(Control of Disease\) Act 1984 \(legislation.gov.uk\)](https://www.legislation.gov.uk/ukpga/1984/214)

[Public health funerals: good practice guidance - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/public-health-funerals-good-practice-guidance)

Chiseldon Parish council's responsibilities:

The Clerk will:

1. Ensure that family/friends/the deceased is treated with dignity and respect.
2. Determine if it is known whether the deceased wanted a burial. The council will respect the deceased wishes for a burial if required.
3. Determine if any personal wishes or religious views need to be noted and adhered to.
4. If there is any family, ask if the deceased left a will so that further guidance can be obtained on any wishes.
5. The Clerk will contact the Institute of Cemeteries and Crematorium Management if required for guidance on these matters.

A funeral director will be engaged by the Parish Council for:

- Provision of a suitable casket
- Taking the deceased to a crematorium if required
- Bring the casket or ashes to Chiseldon for interment
- Arranging a grave digger and other essential funeral requirements such as staff to carry the casket.



Chiseldon Parish Council will provide;

- A suitable plot in either the Butts Road or Sir Henry Calley Memorial Garden.
- The provision of music suitable for the occasion/wishes of the deceased.
- Arranging for the funeral to be publicised locally on social media so that loved ones can pay their respects.
- Arranging a minister or celebrant for a service of the deceased's faith if required.
- The costs for the items above will be covered by the parish council.

Chiseldon Parish Council will not provide:

A memorial stone or flowers will not be supplied but any family can make their own arrangements following Chiseldon Parish Councils standard procedures. Family members should also enquire with the parish council, with regards to purchasing the deed of exclusive right of burial for the plot.

Recovering costs to Chiseldon Parish Council:

If the deceased holds an estate then the parish council is entitled to try to claim back these costs from the estate.

If the family know the deceased holds an estate then they can request an invoice of all costs for the funeral from the council and can then request the deceased bank covers the costs direct to the council from the deceased's estate.

Public register:

A register of public health funerals must be published and contain the following information

- Deceased name
- Deceased address if known
- Date of birth if known
- Date of death if known
- Whether the next of kin has been traced
- Whether the details have been passed to the treasury (for estates with no will and no next of kin to claim)



### Advice on Funeral Expenses and Alternatives

If you are unable to meet the cost of funeral expenses and are in receipt of certain state benefits, you may be eligible for financial assistance from the Department for Work and Pensions. They will cover reasonable burial or cremation costs, and up to £1000 contribution to other funeral expenses. For more information please visit [Get Help with Funeral Expenses](#)

You can also get free help from [Down to Earth](#) an organisation which offers practical support to those struggling with funeral costs and assistance with applying to the DWP. They have also produced [a guide to planning an affordable and meaningful funeral](#)

If you are unable to meet the cost of funeral expenses and are not in receipt of state benefits, you may wish to first check the funeral costs in your area using the comparison sites [Your Funeral Choice](#) and [Funeral Guide](#) or look into direct cremation, a new low cost funeral option where the deceased is taken away for cremation and the ashes are returned by courier for you to carry out your own personal service or scattering. It is also worth asking funeral directors if they will accept instalments or offer payment plans so that you can spread the cost.

If you have lost a child under 18 or have had a stillborn baby after the 24th week of pregnancy, the [children's funeral fund](#) can help pay for some of the costs.

You do not legally have to use the services of a funeral director at all, and can reduce costs significantly by carrying out the funeral planning yourself, buying elements of the funeral separately and online. Guidance on how to do this is available from [The Natural Death Centre](#)

It is finally worth noting that if the deceased has funds in their bank account, you can make arrangements and then ask the bank to raise a cheque or make a transfer to a funeral company before the funeral, meaning that you do not have to raise any funds yourself.

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Reviewed, no changes. July 2025. EGPA Committee minute ref 25/55.

Next review due July 2027 or when mandatory changes are made.