

## **CODDLE CREEK CHURCH CEMETERY POLICY**

Coddle Creek Associate Reformed Presbyterian Church

(Revised December 2, 2013)

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1. **Active Members**<sup>1</sup> of Coddle Creek Associate Reformed Presbyterian Church may be buried in the cemetery without charge. This shall include the wife or husband, son or daughter, who continues to live in the family group. (To secure a burial plot, an individual should contact Kearney Caldwell, or another member of the Cemetery Committee. The plot will be staked with corner markers. The Committee will be responsible for marking the plot.) Other immediate family who are not members of the church and former members of the church may be buried in the cemetery for a fee of \$1,000 per grave. The Cemetery Committee will determine the location of the plot. Fees do not include the cost for opening and closing the grave. The Session must give its approval to the selling of any cemetery plot before the money is received.
2. Once selected, burial plots cannot be willed, given, sold, or otherwise transferred. If not used, grave sites revert back to Coddle Creek Church.
3. When membership at Coddle Creek Church terminates (withdrawn, join another denomination, transferred to another church, or removed from the roll by Session action), and the grave or plot has not been used, the grave or plot will revert back to the Church.
4. Extended family members who are not members of Coddle Creek may be buried in the family plot so long as there is room in that plot. The cost of these plots will be \$1,000 per grave. These fees do not include any cost for opening and closing the grave.
5. Inactive members may be buried in the cemetery at a cost of \$1,000 per grave. These fees do not include any cost for opening and closing the grave.
6. Former members, without an established family plot, who desire to be buried at Coddle Creek may make request to purchase a plot at a cost of \$1,000 per grave. These fees do not include any cost for opening and closing the grave.
7. The Session of Coddle Creek Church will set the fees and review this policy from time-to-time.
8. The Cemetery Committee shall keep a record of those desiring to be buried in the cemetery and will issue a receipt of payment indicating the location of the plot when the fee is paid.

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<sup>1</sup> The definition of an active member as defined in the ARP form of Government: "The active roll shall consist of the names of communicant members who attend worship services: a) at least quarterly and have some methodical system of contribution; or, b) have previously been active in the life of the congregation but are prevented from activity by infirmity; or, who are temporarily away in academic study, military service, or other valid reasons." (Form of Government, V.E, 1)

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9. Money received from the sale of the plots will go into the Cemetery Endowment Fund, and the interest of the fund will be used for the upkeep, repair, and maintenance of the cemetery.
10. The Cemetery Committee Chairman or other designated contact shall be notified **before** and grave is dug, **before** a market is installed, and **before** any other work is done. The family is responsible for making this notification and for assuring that stones are installed correctly.
11. Grave liners are required.
12. Every grave shall be marked, at the least, with a 12 inch by 24 inch granite flat stone. Every stone, including family plot markets, shall be installed with a concrete base and a skirt, level with the ground, extending out from the market at least 6 inches on all sides. (The only exception will be the small corner markers showing the corners of family plots. These shall be placed at ground level.)
13. Information on the markers should include at the least the full name, date of birth, and date of death.
14. Families are required to erect a market within 6 months of the burial. (Headstones and/or ground level footstones are permitted.) All footstones are to be ground level and concrete base and a 6 inch skirt. For those with military service, a choice of either a military marker or a commercial footstone can be installed, but not both.
15. Old flowers and containers, placed by the family, should be removed by the family in a timely way. However, the ground-keeper may remove old and unsightly flowers at his discretion. A container for old flowers, arrangements, and debris is kept behind the Sanctuary and will be emptied periodically.
16. Permanent plantings are not permitted.
17. Costs of maintaining the cemetery go on. Families are encouraged to make periodic contributions to the Cemetery Fund.
18. This policy for the cemetery shall supersede all previous policies, stated or implied, and shall take effect when approved by the Session of Coddle Creek Church. Any exception to this policy must be approved by the Session.
19. A copy of this policy shall be given to every family requesting a burial in Coddle Creek Cemetery at the time the request for burial is made.

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Approved: Revised December 2, 2013

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Clerk: Robert White

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