

The Coroner

The Coroner is an independent judicial officer who conducts an Inquiry into how the deceased met his/her death. He needs to ascertain the following:

- the identity of the deceased
- where and when the death occurred
- the medical cause of death
- how death occurred

The Coroner's Officer

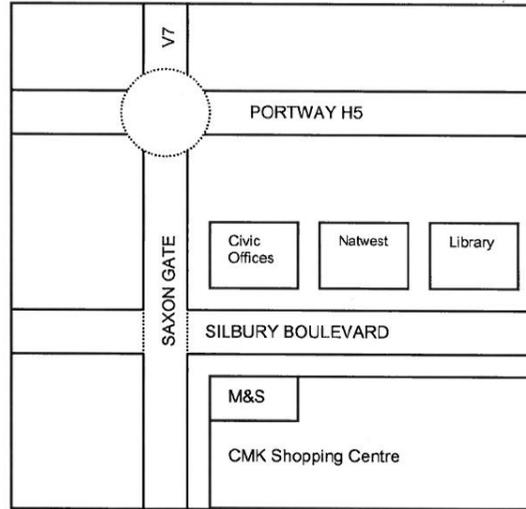
The Coroner's Officer is responsible to the Coroner for the investigation of sudden and unexpected deaths. He/she will manage the Inquest arrangements under the Coroner's authority and is the contact for administrative matters before and after the Inquest.

The Inquest

An inquest is an inquiry into who has died and how, when and where the death occurred. An inquest is not a Court for apportioning blame or negligence. An inquest is usually opened primarily to record that a death has occurred and to identify the dead person. A certificate for burial or cremation will also be issued. It will then be adjourned until police enquiries and the Coroner's investigations are complete, when the full inquest is resumed.

Location

Civic Offices
1 Saxon Gate East
Central Milton Keynes
MK9 3EJ



Further details are available on the Milton Keynes web site at www.milton-keynes.gov.uk

 Parking is available around the Civic Offices for £1.20 per hour as at November 2011.

 Wheelchair access is available

 A loop system is available

 Smoking is not allowed in the Civic Offices

 Please allow sufficient time to book in at Reception



CORONER'S COURT

MILTON KEYNES

A GUIDE FOR

WITNESSES

HM Coroner's Office
Civic Offices
1 Saxon Gate East
Central Milton Keynes
MK9 3EJ

Telephone: 01908 254327
Fax: 01908 253636

USEFUL INFORMATION



Phones

Pagers and phones MUST be switched off while you are in the Court Room.



Court Hours

Court starts at 10.00am and we advise arriving at least 15 minutes earlier.

The length of an Inquest varies - the majority finish by lunch time (13.00) but if not we aim to complete by 17.00pm. Rarely an Inquest may extend to early evening.



Dress Code

Business attire or smart casual dress should be worn.



Professional Witnesses

Please bring all the relevant paperwork, particularly medical notes, which you may need to refer to during the proceedings.

Expenses

You will be provided with an expense form for the reimbursement of allowed expenses at the specified Home Office Rates. These include: travelling expenses, parking fees, loss of earnings and a subsistence allowance towards the cost of Lunch.

The completed form should be returned to the Coroner's Office at the address overleaf.

Parking

You should put sufficient money in the parking meter to cover until at least 1.00 pm. This can be topped up during the lunch break for the afternoon session. Parking fines can not be claimed as expenses

Lunch

If it is a full day Inquest, there will be a break for Lunch. Lunch is not provided but refreshments can be bought from the adjacent Central Milton Keynes shopping centre. The cost of refreshments may be claimed as expenses.

GIVING EVIDENCE

- You will be required to take an Oath on the Bible or an affirmation before giving evidence. It is possible for a particular oath to be given if details are provided to the Coroner's Officer, at the address overleaf, prior to the hearing.
- The Oath is taken standing but you will be seated to give evidence.
- Please speak slowly and clearly into the microphone.
- When addressing the Coroner he will usually be referred to as 'Sir'.
- The Coroner's Officer will provide you with a copy of your statement or report if requested prior to the date of the inquest.