

MINUTES OF A MEETING OF THE COYCHURCH CREMATORIUM JOINT COMMITTEE HELD IN COMMITTEE ROOMS 2/3, CIVIC OFFICES, ANGEL STREET, BRIDGEND ON FRIDAY, 2 FEBRUARY 2007 AT 2.15PM

Present:-

Councillor R K Turner – Chairperson  
(Rhondda Cynon Taff County Borough Council)

Representing Bridgend County Borough Council

Councillor W B Evans  
Councillor M Voisey  
Councillor K Watkins  
Councillor C Westwood  
Councillor M Winter

Representing Vale of Glamorgan County Borough Council

Councillor G A Cox

Officers:

Mr Rhodri-Gwyn Jones	-	Technical Officer
Mrs Joanna Hamilton	-	Crematorium Superintendent and Registrar
Mr Keith Fowler	-	Group Accountant
Mrs R Harries	-	Trainee Cabinet and Committee Officer

105 APOLOGIES FOR ABSENCE

Apologies were received from the following Members:-

Councillor M Inglesant - Unwell  
Councillor A J Preston  
Councillor W C Vaughan

106 DECLARATIONS OF INTEREST

None.

107 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the Coychurch Crematorium Joint Committee dated 1 December 2006 be approved as a true and accurate record.

108 MATTERS ARISING

The Chairperson thanked those Members and Officers who had attended the Christmas Service. The Crematorium Superintendent and Registrar confirmed that a letter of thanks and a donation had been sent to the singers who performed at the Service.

109 PROPOSAL TO CHANGE THE DATE OF THE ANNUAL MEETING OF COYCHURCH CREMATORIUM JOINT COMMITTEE

The Technical Officer outlined the above report, which proposed altering the date of the Annual Meeting.

RESOLVED: That the Joint Committee considers for the reasons outlined in the Technical Officer's report, the deferment of its Annual Meeting from Friday 1 June 2007 to Friday 8 June 2007.

110 MEDICAL CERTIFICATION

The Technical Officer outlined the above report, which related to charges in respect of a Medical Referee. He noted that the proposed increase was below that recommended by the British Medical Association. The implications of the proposed rise were outlined in the Treasurer's report, to be considered later in the meeting.

Members queried why the increase recommended by the BMA was so large. The Cremation Superintendent and Registrar advised that it was not known why the BMA had recommended such a large increase the previous year, but a possible reason was changes to the medical certification process that had been proposed but not subsequently implemented.

Certain Members requested that the recommendations be clarified with regard to the level of charges. This was agreed.

It was noted by Members that the increased charge still represented good value when compared to the BMA's recommended charges, and Officers were thanked for the role in negotiating the lesser charge.

RESOLVED: That the Joint Committee:-

- (a) Note the report on changes to the death certification process.
- (b) Agree that the Medical Referee be paid £9.00 per cremation.
- (c) Approve the increase of £1.50 per cremation before inflationary increases are assessed for 2007/08.

111 RECYCLING OF METALS

The Technical Officer outlined the above report and advised Members that £15,000 surplus had been produced as a result of the collection of metals from cremated remains and would be distributed amongst charitable institutions. Members queried how the metals recovered were valued and the method by which such metals were recycled into pellets. The Cremation Superintendent and Registrar advised that the Institute of Cemetery and Crematorium Management would be publishing further details later in the year which would make it easier to scrutinise the valuation of the metals. It was agreed that information would be provided at a later date regarding the process by which the metals were made into pellets.

RESOLVED: That the Joint Committee nominate Cruse Bereavement Care and SANDS as suitable recipients.

112 CREMATOR TECHNICIANS POST

The Technical Officer outlined the above report, which detailed amendments to the Crematorium Technician's post to include career increments.

The Crematorium Superintendent and Registrar advised that the amendments would not alter the way in which staff were recruited, but offered more incentive for staff to stay in post. The proposed amendments also recognised the experience of staff members currently in post. She further advised that the proposed pay scale was in line with other crematoria in the area.

RESOLVED: That the Joint Committee approve the introduction of career increments for future Crematorium Technicians, from scale point 14 to scale point 19.

113 WAITING ROOM REFURBISHMENT

The Technical Officer outlined the above report, advising Members that the tender had been extended to include the toilet facilities. A further tender had been prepared in respect of the mechanical and electrical works.

Members queried the difference between the two tender amounts as it was so substantial. Officers offered reasons as to why this might be the case.

Further to the above, the Technical Officer noted that a number of Members had raised concerns regarding the lack of shelter at the entrance to the Crematorium. It was agreed that a report on this subject would be submitted to the next meeting of the Joint Committee.

RESOLVED: (1) That the Joint Committee approve Tender No. 1 for the waiting room extension and toilet refurbishment and Tender No. 1 for the mechanical and electrical improvements.

(2) That a further report be awaited regarding improvements to the entrance of the Crematorium.

114 PROPOSED REVENUE ESTIMATES 2007/2008

The Group Accountant submitted the above report, which summarised the revised budget for 2006/2007 and the proposed revenue estimates for 2007/2008. The list of proposed charges was attached as an Appendix. He noted that the effect of the 3% increase in fees and charges was shown at paragraph 1.4. He further noted that the Land Purchase figure shown at paragraph 1.4 should be shown as a minus.

In response to questions from Members, the Crematorium Superintendent and registrar clarified that following the 3% increase, a number of fees were rounded up to the nearest five pence. They were not rounded up to the nearest pound as certain fees were so small this would mean no actual increase would take place for a number of years.

RESOLVED:

That the Joint Committee

- (i) approve the revenue budget for 2007/08;
- (ii) approve the 3% increase in fees and charges with effect from 1 April 2007 as illustrated in the Appendix.

The meeting closed at 2.52pm.