

MINUTES OF A MEETING OF THE COYCHURCH CREMATORIUM JOINT COMMITTEE HELD IN THE COUNCIL CHAMBER, CIVIC OFFICES, ANGEL STREET, BRIDGEND ON FRIDAY, 1 FEBRUARY 2008 AT 2.15PM

Present:-

Councillor K Watkins - Chairperson
(Representing Bridgend County Borough Council)

Representing Bridgend County Borough Council

Councillor W B Evans
Councillor M C Voisey
Councillor M Inglesant
Councillor C Westwood
Councillor M Winter

Officers:

Mr Rhodri-Gwynn Jones - Technical Officer
Mrs Joanna Hamilton - Crematorium Superintendent and Registrar
Mr Keith Fowler - Group Accountant
Mr Mark A Galvin - Senior Cabinet and Committee Officer

149 APOLOGIES FOR ABSENCE

Apologies were received from the following Members:-

Councillor R K Turner - Other Council business
Councillor A J Preston - Funeral
Councillor W C Vaughan - Unwell
Councillor G A Cox - Other Council business

150 DECLARATIONS OF INTEREST

None.

151 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the Coychurch Crematorium Joint Committee dated 7 December 2007, be approved as a true and accurate record.

152 CREMATORIUM SERVICE LEVEL BUSINESS PLAN

The Technical Officer submitted a report attached at Appendix 1, a draft medium term service level Business Plan referring to proposed maintenance and improvement works to enhance the crematorium grounds and buildings for the next five year period.

The Business Plan provisions had been incorporated within the Treasurer's report, to be considered later in the agenda.

The Business Plan comprised seven sections, entitled Serving our Community, Some recent Key Achievements, Challenges facing the Services, priorities for Future Service Development, Revenue Budgets, Business Plan Assessment and Review and finally, Contact Points for Crematorium Service.

Pages 14 and 15 of Appendix 1, gave details of the works required, their estimated cost and how this would fit in the proposed Revenue Budget during the next five years, i.e. for the duration of the Business Plan.

The Technical Officer stated that to successfully achieve the aims and ambitions of the Plan and to provide for the introduction in 2013 of the payment of the Cameo/Mercury abatement fees, would mean an annual increase in cremation fees of £25 each year. Such increases, he added, would probably result in not having to generate funding to support the Business Plan from elsewhere.

In relation to the staffing family tree on page 6 of the Appendix, it was agreed that this should be revised, so as to separate the Crematorium Technical Officer and Principal Bereavement Officer from the other staff who work directly for and are based in the Crematorium.

RESOLVED: (1) That the Joint Committee approves the Service Level Business Plan, subject to the amendments specified immediately above.

(2) That the Joint Committee agrees to review the Service Level Business Plan and fee structure annually.

153 THE INTERNATIONAL CREMATION AND BURIAL CONFERENCE AND EXHIBITION 2008

RESOLVED: That having regard to the report of the Technical Officer, the Joint Committee agreed to nominate Councillor Watkins, Chairperson of the Joint Committee to attend the International Cremation and Burial Conference and Exhibition in Newcastle Upon Tyne from 7 - 9 July 2008, together with an appropriate Officer.

154 STATISTICAL RECORDS

The Technical Officer submitted a report which attached at Appendix 2, statistical records for the period January to December 2007, including for comparison purposes a similar record for the previous year.

RESOLVED: That the report be noted.

155 PROPOSED REVENUE ESTIMATES 2008/09

The Treasurer submitted a report on the Proposed Revenue Estimates for 2008/09.

The table in paragraph 1.1 of the report showed the revised Budget for 2007/08 and the proposed Revenue Estimates for 2008/09.

Appendix 1 to the report, showed an illustrative selection of revised fees, based on a general increase of 3%.

Paragraph 1.4 of the report showed the Accumulated Balance, which showed a reduction due to the use of reserves for the purchase of land adjoining the Crematorium grounds, over the last two years. It was projected that the surplus as at 31 March 2009 would be in the region of £103k.

Members picked up on the point that the increase in cremation fees referred to in the attached Appendix, i.e. from £298.30 to £350.00m was greater than the 3% general increase and that the table should be amended to reflect this.

The Group Accountant confirmed that there was reference to the different increase in cremation fees in the body of the report and that this increase had been agreed at the previous meeting in December.

RESOLVED: That the Joint Committee

- (1) Approves the Revenue Budget for 2008/09.
- (2) Approves the 3% increase in fees and charges with effect from 1 April 2008, illustrated in the attached Appendix, which also included the increase in cremation fees at a higher level, approved at a previous Joint Committee meeting.

156 MR R-G JONES - TECHNICAL OFFICER

Members and Officers of the Joint Committee paid tribute to Mr Rhodri-Gwynn Jones for his commitment to the Coychurch Crematorium Joint Committee over the last six years since he joined Bridgend County Borough Council, and wished him a long, happy and prosperous retirement, at this his last Joint Committee meeting.

Mr Jones responded by stating that he had enjoyed supporting the Joint Committee during this time and had been proud to be part of the excellent work that had gone into ensuring that the Coychurch Crematorium was acknowledged as one of the best of its kind in the UK.

He concluded by thanking Members and Officers for their kind words, and congratulating them on their past efforts, hoping that this would continue long into the future.

The meeting closed at 3.15pm.