

**BRIDGEND COUNTY BOROUGH COUNCIL**  
**REPORT OF THE CLERK & TECHNICAL OFFICER**  
**COYCHURCH CREMATORIUM JOINT COMMITTEE**

**FRIDAY 1<sup>ST</sup> MARCH 2013**

**PROGRAMME OF MEETINGS 2013/14**

**1. Purpose of the Report**

- 1.1 The purpose of this report is to seek approval for the proposed programme of meetings for 2013/14.

**2. Background**

- 2.1 The Memorandum of Agreement for the Coychurch Crematorium Joint Committee states that:

- The Joint Committee shall hold two meetings at least in each municipal year (one of which is to be the Annual General Meeting mentioned in the next sub-clause) for the transaction of general business and may hold such other meetings at such intervals as they find necessary or convenient.
- The first meeting of the Joint Committee after the annual meetings of the Councils shall be the Joint Committee's Annual General Meeting. At that meeting the Joint Committee shall elect a Chairman and Vice Chairman for the ensuing year. The Joint Committee shall also receive a report reviewing performance against the Business Plan for the preceding year.

**3. Current Situation/Proposal**

- 3.1 The following programme of meetings is proposed:

Friday 7<sup>th</sup> June 2013 - Annual General Meeting

Friday 6<sup>th</sup> September 2013

Friday 6<sup>th</sup> December 2013

Friday 7<sup>th</sup> March 2014

**4. Effect upon Policy Framework and Procedure Rules**

4.1 There is none.

5. **Equalities Impact Assessment**

5.1 There is no impact on specific equality groups and disability duties.

6. **Financial Implications**

6.1 There are none.

7. **Recommendation:**

7.1 The Joint Committee is recommended to approve the programme of meetings for 2013/14.

**Chris Howell**  
**CLERK AND TECHNICAL OFFICER**  
**February 2013**

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**Background Papers:** Equalities Impact Assessment Toolkit