

COYCHURCH CREMATORIUM JOINT COMMITTEE - FRIDAY, 1 MARCH 2024

MINUTES OF A MEETING OF THE COYCHURCH CREMATORIUM JOINT COMMITTEE HELD REMOTELY - VIA MICROSOFT TEAMS ON FRIDAY, 1 MARCH 2024 AT 14:00

Present

Councillor B Stephens – Chairperson

Present Virtually

E L P Caparros
P Davies

S J Griffiths

G John

JC Spanswick

Apologies for Absence

C Stallard

Officers:

Joanna Hamilton
Dean Jones
Michael Pitman
Christopher Morris
Oscar Roberts

Bereavement Services Manager and Registrar
Accountant - Financial
Democratic Services Technical Support Officer
Finance Manager – Financial Control and Closing
Democratic Services Business Administrative Apprentice

Declarations of Interest

None.

37. Approval of Minutes

Decision Made	<u>RESOLVED</u> : That the minutes of a meeting of the Coychurch Crematorium Joint Committee dated 1 September 2023, be approved as a true and accurate record.
Date Decision Made	1 March 2024

38. Crematorium Business Plan and Fees

Decision Made	<p>The Bereavement Services Manager and Registrar delivered this report summarising the general status of the Crematorium and its practices relating to employment, promotion and sustainability as well as addressing concerns about pricing in comparison to other Crematoriums.</p> <p>Members raised questions regarding Appendix 2 of the report's format and potential future costings which were addressed by the Bereavement Services Manager</p> <p><u>RESOLVED</u>: The committee approved the report detailing no increase in charges going forward, noting that approval ratings for the Crematorium are extremely high and that staff should be thanked for their efforts.</p>
Date Decision Made	1 March 2024

39. Financial Performance 2023-24 and Proposed Revenue Budget 2024-25

Decision Made	<p>The Accountant – Financial gave this report detailing the Crematorium's projected financial performance, also detailing the previous year's financial statements being submitted to Audit Wales for inspection. An explanation was provided for the projected deficit of £933,000, up from a previously anticipated budget deficit of £71,000. Accommodation for a future pay award was also mentioned as a future possible cost.</p> <p>Questions were posed by members on the subjects of:</p> <ul style="list-style-type: none">• underspend on planned maintenance• employee vacancies
---------------	--

COYCHURCH CREMATORIUM JOINT COMMITTEE - FRIDAY, 1 MARCH 2024

	<ul style="list-style-type: none">• price differentials in gas and electricity prices• Management and storage of financial reserves <p>These queries were addressed by the Bereavement Services Manager and the Accountant – Financial, noting the trends of utility prices, quirks of recruitment and the structure of the Crematorium’s financial statements as part of BCBC.</p> <p><u>RESOLVED:</u> The committee approved the report, noting the projected deficit and approving the revenue budget for 2024-25. It was agreed that the Accountant – Financial would email Cllr Griffiths with further details.</p>
Date Decision Made	1 March 2024

40. Programme of Meetings 2024-25

Decision Made	<p>The Bereavement Services Manager gave this report detailing the proposed schedule of meetings in the upcoming financial year in compliance with the Memorandum of Agreement with the Joint Committee, including the date proposed for electing a new chairperson for the year.</p> <p><u>RESOLVED:</u> The committee approved the report.</p>
Date Decision Made	1 March 2024

41. Urgent Items

Decision Made	None.
Date Decision Made	1 March 2024

To observe further debate that took place on the above items, please click this [link](#).

The meeting closed at 14:46.