

COYCHURCH CREMATORIUM JOINT COMMITTEE - FRIDAY, 5 SEPTEMBER 2025

MINUTES OF A MEETING OF THE COYCHURCH CREMATORIUM JOINT COMMITTEE HELD HYBRID IN THE COUNCIL CHAMBER ON FRIDAY, 5 SEPTEMBER 2025 AT 14:00

Present

Councillor G John– Chairperson

E L P Caparros

P Davies

S J Griffiths

Present Virtually

H T Bennett
B Stephens

H Griffiths

JC Spanswick

C Stallard

Officers:

Nimi Chandrasena
Sam Coombs
Joanna Hamilton
Dean Jones
Michael Pitman

Democratic Services Officer - Support
Finance Manager - Financial Control, Closing & Systems
Bereavement Services Manager and Registrar
Accountant - Financial
Technical Support Officer – Democratic Services

67. Apologies for Absence

Decision Made	None
Date Decision Made	5 September 2025

68. Declarations of Interest

This document is available in Welsh / Mae'r ddogfen hon ar gael yn Gymraeg

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Decision Made	None
Date Decision Made	5 September 2025

69. Approval of Minutes

Decision Made	<u>RESOLVED</u> : That the minutes of the meeting of the Coychurch Crematorium Joint Committee held on 13 June 2025 be approved as a true and accurate record.
Date Decision Made	5 September 2025

70. Green Flag Award

Decision Made	<p>The Bereavement Services Manager and Registrar presented a report advising the Joint Committee of the Crematorium's successful application for a Green Flag Award for 2025, this being the 16th consecutive year the award has been achieved. The Award is an internationally recognised benchmark for well-managed green spaces.</p> <p>The Chairperson and Members of the Committee congratulated the staff on their hard work and commitment in maintaining the high standards required to achieve the award. Particular thanks were extended to the grounds staff for their excellent work, which was observed during a recent visit by Committee Members.</p> <p><u>RESOLVED</u>: That the report be noted, and the congratulations of the Committee be passed to all staff involved.</p>
Date Decision Made	5 September 2025

71. Internal Audit of Coychurch Crematorium

Decision Made	<p>The Bereavement Services Manager and Registrar submitted a report to advise the Joint Committee of the findings of a recent internal audit of the Crematorium. The audit was undertaken as part of Bridgend County Borough Council's 2025-26 internal audit plan and covered the financial year 2024-25.</p> <p>The audit returned the highest level of assurance, "Substantial Assurance," with no areas for improvement identified. This confirmed the existence of a sound system of governance, risk management, and control.</p> <p>Members of the Committee commended the Bereavement Services Manager and her team for the excellent audit outcome, which reflected the high standards of management and financial control at the Crematorium.</p> <p><u>RESOLVED</u>: That the report be noted.</p>
Date Decision Made	5 September 2025

72. Flower Court Extension

Decision Made	<p>The Bereavement Services Manager and Registrar presented a report which informed the Joint Committee of a recent article published in 'Touchstone', the journal of the Royal Society of Architects in Wales. The article, entitled 'Respect for the Departed', was written about the new Flower Court extension and was highly complimentary of its design and its relationship with the original architecture of the Crematorium.</p> <p>The Committee noted that the article praised the way in which the new extension, designed by architect Jonathan Adams, complemented the original 1970 building while providing a much-needed social dispersal space.</p>
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	<p>A Member asked if whether Coychurch Crematorium had been submitted for any national architectural awards. The Bereavement Services Manager confirmed it had been entered into a UK-wide competition, though the outcome was not yet known.</p> <p><u>RESOLVED</u>: That the report be noted.</p>
Date Decision Made	5 September 2025

73. Revenue Monitoring Statement 1 April 2025 to 30 June 2025 & Annual Accounting Statement 2024-25 Update

Decision Made	<p>The Accountant – Financial Control, Closing & Systems presented a report on the income and expenditure for the first quarter of the 2025-26 financial year, along with a projected final outturn. The report also provided an update on the Annual Accounting Statement for 2024-25.</p> <p>The projected budget surplus for 2025-26 is £42,000, which will increase the available reserves held by the Crematorium. The Annual Return for 2024-25 has been submitted to Audit Wales and is expected to be signed off by the end of the year.</p> <p><u>RESOLVED</u>: That the Joint Committee noted:</p> <ol style="list-style-type: none">1. The income and expenditure for the first quarter of 2025-26 and the projected final outturn.2. The position in relation to the audit of the Annual Accounting Statement for 2024-25.
Date Decision Made	5 September 2025

74. Urgent Items

Decision Made	None
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Date Decision Made	5 September 2025
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To observe further debate that took place on the above items, please click this [link](#)

The meeting closed at 14:30.