

COYCHURCH CREMATORIUM JOINT COMMITTEE - FRIDAY, 13 SEPTEMBER 2024

MINUTES OF A MEETING OF THE COYCHURCH CREMATORIUM JOINT COMMITTEE HELD REMOTELY - VIA MICROSOFT TEAMS ON FRIDAY, 13 SEPTEMBER 2024 AT 14:00

Present

Councillor JC Spanswick – Chairperson

Present Virtually

H T Bennett
C Stallard

E L P Caparros

H Griffiths

G John

Apologies for Absence

P Davies and B Stephens

Officers:

Joanna Hamilton
Dean Jones
Chris Morris
Michael Pitman
Zak Shell

Bereavement Services Manager and Registrar
Accountant - Financial
Financial Manager – Financial Control and Closing
Technical Support Officer – Democratic Services
Clerk and Technical Officer

Declarations of Interest

None

50. Approval of Minutes

Decision Made	<u>RESOLVED:</u> That the minutes of the 21/06/2024 be approved as a true and accurate record, subject to the amendment of titles for Dean Jones and Zak Shell as their role on the Coychurch Crematorium Joint Committee differs from that of their role in BCBC.
Date Decision Made	13 September 2024

51. Green Flag Award

Decision Made	The Clerk and Technical Officer presented a report, in order to advise the Joint Committee on Coychurch Crematorium's successful application for a Green Flag Award in 2024. Coychurch Crematorium received its first award in 2010 and annually thereafter to the present date. On 22nd July 2024 Bridgend County Borough Council issued a press release to advise the public of the Green Flag Award successes, a copy of which is attached as Appendix A. The Bereavement Services Manager and Registrar thanked her staff once again for the hard work they have put in to achieving this award yet again, marking its 15th year in a row. A Member noted that there was no longer a ceremony for this award and queried why this was the case. The Bereavement Services Manager and Registrar stated that it stopped during the 2020 as a result of the Pandemic and had not started up since. She believed it could be due to financial reasons. Members also provided their support to the staff who have worked hard year on year and stated how it was a remarkable achievement that everyone in Bridgend can be proud of. <u>RESOLVED:</u> That the Joint Committee noted the report.
Date Decision Made	13 September 2024

52. Internal Audit of Coychurch Crematorium

Decision Made	The Bereavement Services Manager and Registrar presented a report which updated the Joint Committee on the recent Internal Audit of Coychurch Crematorium in respect of financial year 2023-24. She explained that this audit was conducted as a result of BCBC's Internal Audit Plan in order to determine and provide assurances of Coychurch Crematoriums effectiveness of the internal control, governance and risk management arrangements. The audit identified a number of strengths and areas of good practice for each audit objective. No areas for improvement were identified during the audit and no recommendations were raised. Consequently, there is no management action plan incorporating management comments included in the Internal Audit Report. Further details were at section 3 of the report and the full Audit was attached at Appendix A. The Chairperson commented on the 'substantial assurance' which was given by the Audit. This was great achievement and showed the hard work from the staff. <u>RESOLVED:</u> The Joint Committee noted the Internal Audit Report.
Date Decision Made	13 September 2024

**53. Revenue Monitoring Statement 1 April to 30 June 2024 & Annual
Accounting Statement 2023-24 Update**

Decision Made	The Accountant – Financial, Control and Closing presented a report which informed the Joint Committee of income and expenditure for the first quarter of the 2024-25 financial year along with a projection of the final outturn for 2024-25 and to provide an update to the Committee in relation to the Annual Accounting Statement 2023-24. He provided details of the income and expenditure for the period April to June 2024, together with the projected outturn for the financial year. This was highlighted in Table 1 of the report. He added that Table 2 provided a breakdown of the Capital Financing budget for 2024-25, along with
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	expenditure for the period April to June 2024 and projected outturn for the financial year. He explained that the expenditure that was listed for the flower court extension, however, was no longer required as this was completed in the financial year of 2023-24. The Accountant – Financial, Control and Closing drew Members to Appendix 1 attached to the report which detailed the Accounting statements for Coychurch Crematorium for the year 2023-24. The Chairperson stated how pleasing it was to see Coychurch Crematorium provide a brilliant service and have shown sound financial management year on year. <u>RESOLVED:</u> The Joint Committee noted the income and expenditure for the first quarter of the 2024-25 financial year along with a projection of the final outturn for 2024-25, and the position in relation to the audit of the Annual Accounting Statement 2023-24.
Date Decision Made	13 September 2024

54. Urgent Items

Decision Made	There were no urgent items
Date Decision Made	13 September 2024

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

The meeting closed at 14:22.