

RECORD OF EXECUTIVE DECISIONS – JOINT WORKING

THE CHESTERFIELD AND DISTRICT JOINT CREMATORIUM COMMITTEE

Chesterfield Borough Council (CBC), Bolsover District Council (BDC), North East Derbyshire District Council (NEDDC)

The Chesterfield and District Joint Crematorium Committee		Date of Decision 8.12.2014	
Title Reference: <u>Estimates of revenue expenditure for years ending 31 March 2015 onwards</u>			
Key Decision: Yes			
Report and Background papers		Public/Exempt: Public	
Decision Status	General Urgency Special Urgency		Authorised By:
Record of Decision: RESOLVED - (1) That the revenue estimates be approved. (2) That the purchase of the John Deere Gator be approved. (3) The fee paid to the organist be increase to £20 per service. (4) That the Capital schemes, as summarised in the attachment, be approved. (5) That the redistribution of £200,000 to Constituent Authorities be approved for 2014/15 & future years. (6) That the proposed use of reserves be approved. (7) That a long term capital improvement plan be developed.			
Reasons for Decision: To enable the committee to set and maintain a balanced budget for the crematorium for 2015/16.			
Alternative options considered and rejected (if any) None			
Declarations of interests: None			
Decision subject to call-in: Yes			
Date record issued 8.12.2014		Contact Officer: Donna Cairns Telephone 01246 355277, donna.cairns@chesterfield.gov.uk	
Date decision may be implemented 17.12.2014			

Estimates of revenue expenditure for years ending 31 March 2015 onwards

Capital Schemes

A summary of the schemes in the reserve are as follows:

2014/15	John Deere Gator £13k
	Car Park £26.5k
	Strewing Grounds £13k
2015/16 -	Reception/Admin block area £85k
	Refurbishment Chapel £72k
	Boiler & Heat exchange £90k

The Chesterfield and District Joint Crematorium Committee		Date of Decision 8.12.2014
Title Reference: <u>Chesterfield Crematorium Fees and Charges 2015/16</u>		
Key Decision: No		
Report and Background papers		Public/Exempt: Exempt – Para 3
Decision Status	General Urgency Special Urgency	Authorised By:
Record of Decision: RESOLVED – (1) That the proposed Fees and Charges for 2015/16 as attached to the report, be approved. (2) That fees in respect of memorialisation be reviewed and a further report be brought to this committee.		
Reasons for Decision: To maintain the Crematorium's financial stability.		
Alternative options considered and rejected (if any) None		
Declarations of interests: None		
Decision subject to call-in: Yes		
Date record issued 8.12.2014	Contact Officer: Donna Cairns Telephone 01246 355277, donna.cairns@chesterfield.gov.uk	
Date decision may be implemented 17.12.2014		

Chesterfield Crematorium Fees and Charges 2015/16

Service	Current	Proposed		
	Total Fee	Cost	VAT	Total Fee
Cremations				
Baby up to 12 years old	No Charge	No Charge		No Charge
Extra time slot	£146	£150		
12 years + (8.30 and 8.50am service)* Current Band A	£448.00	£495.00	-	£495.00
12 years + Current Band B	£595.00	£625.00	-	£625.00
Child or adult (Saturday service 9.00am – 12 noon*)	£694.00	£694.00	-	£694.00
Urns and caskets		From £45.00	-	From £45.00
Deposit of Cremated Remains				
Temporary deposit for up to 1 month	No Charge	No Charge	-	No Charge
Deposit after 1 month (per month or part month)	£9.00	£9.00	-	£9.00
Strewing of cremated remains in Garden of Remembrance following cremation at any other crematorium	£40.00	£45.00	-	£45.00
Additional charge for witnessed strewing of cremated remains	£17.00	£20.00	-	£20.00
Memorialisation				
Book of Remembrance:	Including VAT			
Two line entry	£65.00	£58.33	£11.67	£70.00
Per additional line	N/A	£29.17	£5.83	£35.00
Motif, Badge, Crest	£150.00	No change		
Miniature Books of Remembrance				
Standard edition with 2 line entry	£59.00	No change		
Deluxe edition with 2 line entry	£82.00			
Each additional line	£11.00			
Memorial cards				
With 2 line entry	£39.00	No change		
Roses				
Memorial Rose – 5 yrs	£180.00	£150.00	£30.00	£180.00
Memorial Rose – 10 yrs	£300.00	£250.00	£50.00	£300.00
Memorial tree				
Initial adoption – 10 years	£706.00	No change		
Memorial seat				
Initial adoption – 10 years	£997.00	No change		
Memorial Vault (Sanctum)				
Cremated Remains Interment in Vault including Casket and 80 years - 5 yrs	£670.00	No change		
Cremated Remains Interment in Vault including Casket and 80 letters - 10 yrs	£910.00			
Renewal of lease 5 Years	£341.00			
Renewal of lease 10 Years	£455.00			
Additional lettering/design/photo plaques/replacement plaques	At cost			

Mushroom				
Memorial Disc on a communal Mushroom – 3 yrs	£200.00		No change	
Memorial Disc on a communal Mushroom – 5 yrs	£265.00			
Renewal of lease communal Mushroom	£100.00			
Renewal of lease communal Mushroom	£165.00			
Memorial Disc on an individual Mushroom (3 discs) – 3 yrs	£495.00		No change	
Memorial Disc on an individual Mushroom (3 discs) – 5 yrs	£580.00			
Memorial Disc on an individual Mushroom (4 discs) – 3 yrs	£660.00			
Memorial Disc on an individual Mushroom (4 discs) – 5 yrs	£750.00			
Memorial Disc on an individual Mushroom (5 discs) – 3 yrs	£825.00			
Memorial Disc on an individual Mushroom (5 discs) – 5 yrs	£910.00			
Replacement of disc	£100.00			
Renewal of lease communal Mushroom – 3 yrs	£110.00			
Renewal of lease communal Mushroom – 5 yrs	£165.00			
Renewal of lease individual Mushroom (3, 4 or 5 discs) – 3 yrs	£220.00			
Renewal of lease individual Mushroom (3, 4 or 5 discs) – 5 yrs	£330.00			
Pond Markers				
Cremated Remains Interment in Pond Marker – 5 yrs	£450.00		No change	
Cremated Remains Interment in Pond Marker – 10 yrs	£575.00			
Renewal of lease – 5 yrs	£200.00			
Renewal of lease – 10 yrs	£325.00			
Additional lettering	At cost			
Additional design	At cost			
Photograph plaques	At cost			
Replacement plaque	At cost			
Kerb Unit with Flower Vase				
Kerb unit for initial period – 5 yrs	£390.00		No change	
Kerb unit for initial period – 10 yrs	£474.00			
Renewal of lease – 5 yrs	£200.00			
Renewal of lease – 10 yrs	£325.00			
Additional lettering	At cost			
Additional design	At cost			
Photograph plaques	At cost			
Replacement plaque	£244.00			
Miscellaneous charges				
Use of chapel of rest	£26.00			£26.00
Register search fee	£4.00			£4.00
Packing and despatch of cremated remains (exclusive of carriage)	£26.00			£26.00
Use of organ	£43.00			£43.00
Use of chapel for memorial service	£160.00			£200.00
Provision of pallbearer	£45.00			£45.00
Webcasting/Family Tribute	At cost			At cost

Notes to Record of Decision (Joint Working):

CBC - CALL-IN REQUESTS

*The implementation of certain decisions is suspended until the call-in period has expired without a call-in being validly invoked. Any Member of the Council shall be entitled to call for a decision to be suspended by giving notice to the Monitoring Officer either by telephone, fax, email or in writing **not later than 5.00 pm on the day following the date of the Joint Crematorium Committee meeting.** Any decisions so suspended shall not be capable of implementation for a period of **five calendar days** from the date of the Joint Board meeting. During the call-in period a request may be made in respect of any decision so suspended by not less than one quarter of the total membership of the Overview and Performance Scrutiny Committee. To do this you will need to notify the Monitoring Officer in writing, by fax or by email by 5.00 pm on the date being five days following the day of the Chesterfield and District Joint Crematorium Committee meeting.*

BDC - CALL-IN REQUESTS

*The implementation of certain decisions is suspended until the call-in period has expired without a call-in being validly invoked. The call-in period is **five clear days** from the date of this decision notice. During the call-in period **at least two** members may request certain decisions to be called in. You may do this in any of the following ways - In writing - a written notice may be signed by one or more Members, • E mail - this may be done using a Members terminal within the Council Offices or where a member has the facility via the internet, • By fax - as with written notifications, the faxed message may contain the signature of more than one Member.*

NEDDC - CALL-IN REQUESTS

*The implementation of certain decisions is suspended until the call-in period has expired without a call-in being validly invoked. The call-in period is **five working days** after the publication of this decision. During the call-in period the **Chair or Vice Chair together with three other members of any Overview and Scrutiny committee** may object to a decision and call it in.*