

**CHESTERFIELD AND DISTRICT JOINT CREMATORIUM COMMITTEE****Monday, 8th December, 2014**

Present:-

Councillor Kelly (Chair)

Councillors Baxter  
Kerry

Councillors Ludlow

**17 DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS  
RELATING TO ITEMS ON THE AGENDA**

No declarations were made.

**18 APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Burrows, Reid and Gordon.

**19 MINUTES OF THE JOINT CREMATORIUM COMMITTEE HELD ON 22  
SEPTEMBER, 2014****RESOLVED** – That the Minutes of the Joint Crematorium Committee on 22 September, 2014 be approved as a true record.**20 LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF THE PUBLIC****RESOLVED** - That under Section 100 (A)(4) of the Local Government Act 1972 the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Act.**21 CHESTERFIELD CREMATORIUM FEES AND CHARGES 2015/16**

The Bereavement Services Manager submitted a report seeking approval of the implementation of fees and charges for the crematorium for 2015/16.

The previous year's fees and charges had been increased to take account of the opening of the new private sector crematorium in the Swanwick area, and the potential effect on the numbers of cremations carried out by Chesterfield Crematorium and resultant loss of income.

Members had previously agreed to increase fees and charges to ensure that funds were available to allow the crematorium to continue to provide high levels of service and maintain its position in the market.

The report outlined the Chesterfield crematorium's fees in relation to the annual league table of other crematoria in the UK.

The development of memorialisation had been delayed and was only recently introduced. It was proposed that charges in respect of memorials be held and reviewed in summer 2015.

#### **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.

#### **REASON FOR DECISIONS**

To maintain the Crematorium's financial stability.

#### **22 RE-ADMISSION OF THE PRESS AND PUBLIC**

#### **RESOLVED –**

That the press and public be re-admitted.

#### **23 ESTIMATES OF REVENUE EXPENDITURE FOR YEARS ENDING 31 MARCH 2015 ONWARDS**

The Bereavement Services Manager and Clerk and Treasurer presented the Committee's revenue estimates for 2014/15 to 2017/18.

The report outlined:

- The revised forecast for 2014/15 and explanations of significant variances
- Estimates for 2015/16
- Medium term forecasts
- Reserves
- Proposed re-distribution to Constituent Authorities

The report outlined the current fee for the organists and the proposed increase to reflect the reduced availability of work and increase in relative costs to attend to provide the service.

The purchase of an additional vehicle was also proposed as it was required to greatly reduce manual handling for Crematorium staff. It was also to increase the flexibility and capabilities of the Grounds Maintenance Team based at the Crematorium at a time when their workloads had increased due to recent improvement projects.

#### **RESOLVED -**

- (1) That the revenue estimates be approved.
- (2) That the purchase of the John Deere Gator be approved.
- (3) That the fee paid to the organist be increase to £20 per service.
- (4) That the Capital schemes be approved.
- (5) That the redistribution of £200k to Constituent Authorities be approved for 2014/15 and future years.
- (6) That the proposed use of reserves be approved.
- (7) That a long term capital improvement plan be developed.

#### **REASON FOR DECISIONS**

To enable the committee to set and maintain a balanced budget for the crematorium for 2015/16 and future years.

**24 LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF THE PUBLIC**

**RESOLVED** - That under Section 100 (A)(4) of the Local Government Act 1972 the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Act.

**25 BEREAVEMENT SERVICES MANAGER'S REPORT**

The Bereavement Services Manager submitted a report on matters relating to the operation of the Crematorium.

Information on the number of funerals for the year, broken down into local authority area for 2014 against 2013, was provided, together with comparisons of income for the same periods.

The review of the Crematorium Management Plan in conjunction with the Capital Improvement Plan was outlined. This review was also to include a review of the staffing structure.

Two successful events held at the crematorium in October for Baby Loss Awareness Week were also reported, a Service of Remembrance and a candle lit Wave of Light event. The thanks of the local charity, Chesterfield SANDS, were passed to the committee for its support.

Another remembrance event was planned for 17 December.

**RESOLVED –**

That the report be noted.

**REASON FOR DECISION**

This report was for information only.

**26 UPDATE ON THE LODGE AT CHESTERFIELD CREMATORIUM**

Further to the request for an update on the Crematorium lodge (Minute No. 16 (2014/15)), Councillor Burrows provided a statement with an update on the occupancy of the lodge. If the property were to be vacated

in the future, the occupancy arrangements would be reviewed at that time.

**RESOLVED –**

That the update be noted.

**REASON FOR DECISION**

This update was for information only.