

**CHESTERFIELD AND DISTRICT JOINT CREMATORIUM COMMITTEE****Monday, 18th September, 2017**

Present:-

Councillor Ludlow (Chair)

Councillors Austen  
Bagley  
A DioufCouncillors Gordon  
Murray-Carr

\*Matters dealt with under the Delegation Scheme

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

No declarations were received.

**11 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Blank, Kerry, Lilley, and Ritchie.

**12 MINUTES OF THE JOINT CREMATORIUM COMMITTEE HELD ON  
26TH JUNE 2017****RESOLVED –**

- 1) That the apology for absence on behalf of Councillor Gordon be removed to show as in attendance.
- 2) That the minutes of the Chesterfield and District Joint Crematorium Committee on 26 June 2017 be approved as a true record, subject to noting the above amendment, and signed by the Chair.

**13 BUDGET MONITORING REPORT PERIOD 5**

The Senior Accounting Technician submitted a report on the Period 5 Budget Monitoring position as at the end of August 2015.

It was noted that the budget was currently showing a favourable profiled variance of £62,490 and this was detailed in the following:

- Employee costs
- Premises costs
- Transport
- Supplies and Services
- Income

It was anticipated that the outturn for the year would be better than the originally forecasted budget. All the above issues were to be taken into account when the revised budget is prepared and presented to the Committee.

It was also reported that the Chapel Refurbishment Project was nearing completion, with total expenditure projected to be £187K. The Committee heard that a final decision regarding the re-surfacing of the area near the Chapel exit needed to be made, and that different options and their costing would be presented to the Committee at the next possible meeting.

The Commercial Services Manager advised the Committee that further research and monitoring would be carried out to more clearly ascertain the benefits of the Council forming and operating a separate company for Crematorium services.

## **RESOLVED –**

That the report be noted.

## **REASON FOR DECISION**

To keep the Joint Committee informed about the financial performance of the Crematorium.

## **14 LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF THE PUBLIC**

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 involved the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Act.

**15 BEREAVEMENT SERVICE MANAGER'S REPORT**

The Bereavement Services Manager submitted a report on matters relating to the operation of the Crematorium. Information on cremations for the year, together with a comparison of income for 2015/16 and 2016/17 was provided.

The report informed the Committee that the additional Chapel Exit Installation had been completed and received positive feedback. Mourners who have left the Chapel are safer, sheltered and better able to congregate after a service in a more private area.

In addition, the installation of a discreet traffic light system outside the Chapel had been completed. This has also been well received by users and has eliminated services accidentally encroaching on one another around the Chapel area.

The report advised that the Annual Service of Remembrance that took place on 25 June 2017 was well attended. Approximately 50 visitors took part in a tour of the Crematorium, and the service received upwards of 70 pieces of positive feedback.

The Commercial Services Manager reported that the responsibilities of the vacant Bereavement Services Manager post had been shared between two full-time Bereavement Services Officers. The vacant post is planned to be reviewed in September/October 2017.

**RESOLVED –**

That the report be noted.

**REASON FOR DECISION –**

To keep the Joint Committee informed of matters relating to the operation of the Crematorium.