

## **CHESTERFIELD AND DISTRICT JOINT CREMATORIUM COMMITTEE**

**Tuesday, 13th March, 2018**

Present:-

Councillor Ritchie (Chair)

Councillors Bagley  
Gordon  
Kerry

Councillors Ludlow  
Murray-Carr

\*Matters dealt with under the Delegation Scheme

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

No declarations were received.

26 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Blank, Diouf and Huckle.

27 **MINUTES**

**RESOLVED –**

- 1) That the Minutes of the previous meeting be amended to show an apology for absence from Councillor Bagley.
- 2) That, subject to the above amendment being made, the Minutes of the previous meeting of the Chesterfield and District Joint Crematorium Committee held on 18 December, 2017 be approved and signed as a correct record by the Chair.

28 **BUDGET MONITORING REPORT - PERIOD 10**

The Bereavement Services Manager, Clerk and Treasurer submitted a report on the Period 10 Budget Monitoring position as at the end of January 2018.

The report noted that the budget was currently showing a favourable profiled variance of £170,106 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 significantly better than forecast.

Members agreed that the recommendation listed at paragraph 4.2 of the officer's report be revised to state that any additional surplus exceeding the original budgeted amount be transferred in full to the Cremator Repairs Reserve at the end of the financial year 2017/18 only.

#### **RESOLVED –**

1. That the report be noted.
2. That pursuant to Minute No. 22 (Chesterfield and District Joint Crematorium Committee, 2017/18) the projected budgeted amount for 2017/18 be redistributed between the constituent authorities, and that any surplus exceeding this figure be transferred to the Cremator Repairs Reserve for this financial year only.

#### **REASON FOR DECISIONS**

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

#### **29 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 of 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.

## 30 **BEREAVEMENT SERVICES MANAGER'S REPORT**

The Bereavement Services Manager presented a report on matters relating to the operation of the Crematorium. Information was included in the report which demonstrated the geographical breakdown of where the Crematorium received funerals from during 2017/18.

The report noted that discussions had continued with Facultative Technologies (FT), a cremator equipment manufacturer, in relation to longer-term repairs plans for the cremators. The financial details of 5 and 10-year packages were provided.

The Committee was informed that the members of staff who had previously been on long term sickness leave (Minute No. 24, Chesterfield and District Joint Crematorium Committee, 2017/18), had successfully returned to work via phased returns and reasonable adjustments.

The report provided details of two applications submitted for consideration to the ICCM Metals Recycling Surplus Scheme. Members agreed that the criteria of charities nominated to receive donations from the scheme should be reviewed before distributing donations in 2019/20.

The Risk Register for 2018/19, as attached at Appendix A to the officer's report, was reported for information.

### **RESOLVED –**

1. That the report be noted.
2. That approval be given to the Bereavement Services Manager to continue negotiations with FT and enter into a longer term repairs plan for the cremators.
3. That approval be given to distribute the next two donations from the ICCM Metals Recycling Scheme in 2018/19 to Alzheimer's Research UK East Midlands and Weston Park Cancer Charity UK.
4. That the Committee reviews the criteria of charities nominated to receive donations from the ICCM Metals Recycling Scheme before distributing donations for 2019/20.

5. That the Risk Register 2018, as attached at Appendix A to the officer's report, be approved

### **REASON FOR DECISION**

To ensure statutory compliance and the ongoing quality, cost effectiveness and safe operation of the service.