

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 17/12/18
Title Reference: Estimates of the Revenue Expenditure and Income for Years Ending 31st March 2019 Onwards.			
Key Decision: Yes			
Report and Background papers		Public/Exempt: Public	
Decision Status	General Urgency Special Urgency	N/A	Authorised By:
Record of Decision: RESOLVED- 1. That the revenue estimates for 2018/2019 be approved, subject to the approval of the fees & charges. 2. That the Capital schemes as outlined in paragraphs 3.4 and 6.7 of the officer's report be approved. 3. That pursuant to Minute No. 19 (Chesterfield and District Joint Crematorium Committee, 2016/17) approval be given to re-distribute funds to the total of £498,860 to the Constituent Authorities for 2018/19. 4. That the planned use of reserves as outlined in paragraph 6.0 of the officer's report be approved.			
Reasons for Decision: 1. To enable the Crematorium to set a balanced budget and maintain adequate reserves for 2018/19 and in future years.			
Alternative options considered and rejected (if any): N/A			
Declarations of interests: None			
Decision subject to call-in:	BDC	N	
	CBC	N	
	NEDDC	N	
Date Record Issued: 17/12/18			
Contact Officer: Amanda Clayton, Democratic and Scrutiny Officer Telephone: 01246 345273 Email: amanda.clayton@chesterfield.gov.uk			

The Chesterfield and District Joint Crematorium Committee			Date of Decision 17/12/18
Title Reference: Fees and Charges 2019			
Key Decision: Yes			
Report and Background papers		Public/Exempt: Exempt (paragraph 3, financial and business affairs)	
Decision Status	General Urgency Special Urgency	N/A	Authorised By:
Record of Decision:			
RESOLVED –			
<ol style="list-style-type: none"> 1. That a 2.75% increase on the Current Band B Charge for 2019 be approved, to be reviewed from 1st January 2020. 2. That there would be no increase on the Current Band A Charge. 3. That there would be no increase in the charges for memorialisation and miscellaneous items. 			
Reasons for Decision:			
<ol style="list-style-type: none"> 1. To secure sufficient funds to; maintain a high level of standards for the bereaved, reach a balanced budget, maintain sufficient reserve levels and meet budget pressures in 2019. 2. To provide an affordable option for cremation for all. 3. To continue to provide affordable options to commemorate within the grounds of the crematorium at a time when national trends show a decline in remains leaving the Crematorium. 			
Alternative options considered and rejected (if any) N/A			
Declarations of interests: None			
Decision subject to call-in:	BDC	N	
	CBC	N	
	NEDDC	N	
Date Record Issued: 17/12/18			
Contact Officer: Amanda Clayton, Democratic and Scrutiny Officer Telephone: 01246 345273 Email: amanda.clayton@chesterfield.gov.uk			

The Chesterfield and District Joint Crematorium Committee	Date of Decision
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17/12/18

Title Reference: **Bereavement Services Manager's Report**

Key Decision: Yes

Report and Background papers

Public/Exempt: Exempt (paragraph 3, financial and business affairs)

Decision Status

General Urgency
Special Urgency

N/A

Authorised By:

Record of Decision:

RESOLVED –

1. That the summary of cremation statistics be noted.
2. That the decision to purchase a replacement ride-on mower from the Capital Reserves be approved.
3. That the post of Bereavement Services Assistant be extended by 5 months to August 2019. The cost of the extension would be covered by the surplus created by vacant salaries.

Reasons for Decision:

1. To keep the Joint Committee informed of matters relating to the operation of the Crematorium.
2. To purchase a new mower to ensure the maintenance of the Crematorium Grounds to their current standard.
3. To extend the temporary position of Bereavement Services assistant for a further 5 months to complete the project of data entry of cremation records.

Alternative options considered and rejected (if any)

N/A

Declarations of interests: None

Decision subject to call-in:

BDC

N

CBC

N

NEDDC

N

Date Record Issued: 17/12/18

Contact Officer: Amanda Clayton, Democratic and Scrutiny Officer

Telephone: 01246 345273

Email: amanda.clayton@chesterfield.gov.uk

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 Chesterfield and District 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

*All Key Decisions come into effect **five working days** after the meeting unless three members give notice in writing to the Governance Manager requesting to call in the decision. The call-in request should be on a **completed 'call-in' request form and include the names and signatures of the three signatories**, the decision making principles it is believed have been breached and also the reasons for this. Non Key Decisions may not be called in.*

NEDDC - CALL-IN REQUESTS

*The implementation of key 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 key decision and call it in. The call-in request should be on a **completed 'call-in' request form** Non-Key decisions cannot be called in at North East Derbyshire District Council.*