

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 21/09/20
Title Reference: Budget Monitoring Report Period 5			
Key Decision: No			
Report and Background papers		Public/Exempt: Public	
Decision Status	General Urgency Special Urgency	N/A	Authorised By: N/A
Record of Decision: RESOLVED – 1. That the report be noted.			
Reasons for Decision: 1. To inform the Committee of the Budget Monitoring position			
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: 21/09/20			
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 21/09/20
Title Reference: Bereavement Services Manager's Report			
Key Decision: No			
Report and Background papers		Public/Exempt: Exempt (paragraph 3, financial and business affairs)	
Decision Status	General Urgency Special Urgency	N/A	Authorised By: N/A
Record of Decision:			
RESOLVED –			
1. That the report be noted.			
Reasons for Decision:			
1. To keep the Joint Committee informed of matters relating to the operation of 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: 21/09/20			
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 21/09/20
Title Reference: Chesterfield Crematorium Fees and Charges 2021/22			
Key Decision: No			
Report and Background papers		Public/Exempt: Exempt (paragraph 3, financial and business affairs)	
Decision Status	General Urgency Special Urgency	N/A	Authorised By: N/A
Record of Decision:			
RESOLVED –			
<ol style="list-style-type: none"> 1. To approve Fees and Charges for 2021 according to Appendix A. 2. To increase Memorial Fees by 5%. 3. To increase Band A by 5% from £415.00 to £436.00 4. To increase Band B by 5% from £574.00 to £603.00. 5. To increase Band C and other miscellaneous fees by 5%. BAND C would increase from £770.00 to £808.00. 6. To increase the Mercury Abatement Surcharge to £56.00 in accordance with industry guidance 			
Reasons for Decision:			
<ol style="list-style-type: none"> 1. To seek approval for implementation of fees and charges for the Crematorium for 2021/22. 2. To ensure sufficient funds to maintain high levels of standards for the bereaved, reach a balanced budget and to maintain sufficient reserve levels to meet any future pressures. 3. To provide an affordable option for cremation for all with below average fees and above average standards. 4. To ensure adequate funds are available to continue to respond to Covid-19 in a safe and secure way 			
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: 21/09/20			
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
21/09/20

Title Reference: **COVID-19 Update Report**

Key Decision: No

Report and Background papers

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

Decision Status

General Urgency
Special Urgency

N/A

Authorised By: N/A

Record of Decision:

RESOLVED –

1. That the report be noted.
2. That webcasting continues to be offered free of charge until review at the December 2020 meeting of the Committee.
3. That additional building cleaning services are retained until review at the December 2020 meeting of the Committee.
4. That the Seasonal Gardener be given additional hours over the winter months

Reasons for Decision:

1. To reduce the risk of contracting Covid-19 at Chesterfield and District Crematorium as far as practicable.
2. To build resilience of the service in response to the Pandemic.
3. To continue to build on the good reputation of the Crematorium and to assist as many people as possible to attend the service virtually when they otherwise could not participate at all.
4. For the future development of staff and their retention

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: 21/09/20

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.*
