

MINUTES OF RUGBY AND DAVENTRY CREMATORIUM JOINT COMMITTEE

10 JANUARY 2018

PRESENT:

Members of the Committee: Councillor Robertson (Chairman)(Daventry District Council)
Councillor Mrs Lomax (Daventry District Council)
Councillor Mrs Parker (Rugby Borough Council)
Councillor Ms Robbins (Rugby Borough Council)

Officers: Penny Abbit (Group Accountant), Dan Green (Head of Environment and Public Realm), Lisa Handy (Bereavement Services Manager), Christine Fraser (Corporate Finance Analyst) and Claire Waleczek (Senior Democratic Services Officer) – Rugby Borough Council
Julie Lewis (Contracts and Performance Manager) – Daventry District Council

15. MINUTES

The minutes of the meeting held on 8 November 2017 were approved and signed by the Chairman.

16. APOLOGIES

An apology for absence from the meeting was received from Simon Bowers, Daventry District Council.

17. CREMATORIUM FINANCIAL MONITORING AND KEY PERFORMANCE INDICATORS (KPIS)

The Joint Committee considered a revised report concerning the financial and performance position for the Rainsbrook Crematorium, which was circulated at the meeting.

It was anticipated that an additional £7,000 profit share would be transferred to Daventry District Council at the end of 2017/18. This was mainly due to salary savings as a result of a vacant post at the crematorium and a financial overachievement of memorial packages.

The service was dealing with a larger number of burials than cremations currently. The crematorium continued to have the majority of local deaths for services.

There had been some issues as a result of the road to the crematorium not being gritted during the recent snowfall. These were being dealt with by the Council's Waste Manager.

A new cremator contract had been awarded to the original supplier which provided continuity in the service.

A Rugby Borough Councillor had raised concerns with the Portfolio Holder with regard to the amount of car parking at the crematorium. There were currently 110 spaces plus spaces for the disabled. This amount of car parking was in excess of most crematoria. Families were asked to indicate when booking a service if they required additional parking to be made available. Extra signage was then erected to direct overflow parking to St. Andrew's Rugby Club. There was also a second phase for additional car parking to the rear of St. Andrew's Rugby Club which would be considered as part of the cemetery phasing.

The Joint Committee noted the report.

18. FUNERAL POVERTY

This item was deferred until the next meeting of the Joint Committee pending analysis of the current services available and costings for the provision of such a service at the Rainsbrook crematorium.

19. DATE OF NEXT MEETING

It was agreed that the next meeting of the Joint Committee be held at 10.00am on Wednesday 20 June 2018.

20. MOTION TO EXCLUDE THE PUBLIC UNDER SECTION 100(A)(4) OF THE LOCAL GOVERNMENT ACT 1972

RESOLVED THAT - under Section 100(A)(4) of the Local Government Act 1972 the public be excluded from the meeting for the following items on the grounds that they involved the likely disclosure of information defined in paragraph 3 of Schedule 12A of the Act.

21. RAINSBROOK CREMATORIUM BUDGET 2018/19

The Joint Committee considered the private report (Part 2 – agenda item 1) concerning the proposed 2018/19 crematorium budget.

Daventry District Council queried the need for a dedicated grounds maintenance operative at the crematorium. It was considered a necessary resource for the service and costings included vehicle maintenance associated with the post and all other costs.

Daventry District Council also requested a breakdown of internal recharges, as in previous years. This information would be e-mailed to officers.

RESOLVED THAT - the proposed budget for the crematorium for 2018/19 be approved.

22. PROPOSED FEES AND CHARGES 2018/19

The Joint Committee considered a private report (Part 2- agenda item 2) concerning proposed fees and charges relating to the crematorium for 2018/19, which was circulated at the meeting.

RESOLVED THAT – the proposed fees and charges for the crematorium for 2018/19, as detailed in the report, be approved.

23. VOTE OF THANKS TO CHAIRMAN

The Joint Committee wished to place on record its thanks to Councillor Ian Robertson for his work undertaken in his capacity as Chairman for the 2017/18 municipal year.

CHAIRMAN