

# MINUTES OF RUGBY AND DAVENTRY CREMATORIUM JOINT COMMITTEE

18 OCTOBER 2016

## PRESENT:

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

**Officers:** Simon Bowers, Business Manager – Daventry District Council  
Sean Lawson (Head of Environment and Public Realm),  
Lisa Handy (Bereavement Services Manager),  
Chris Blundell (Financial Services Manager), Christine Fraser (Corporate Finance Analyst) and Claire Waleczek (Senior Democratic Services Officer) – Rugby Borough Council

## 10. MINUTES

The minutes of the meeting held on 12th July 2016 were approved and signed by the Chairman.

## 11. CONSTRUCTION UPDATE

The Joint Committee considered a report (agenda item 4) concerning progress on outstanding construction matters.

**RESOLVED THAT** – the report be noted.

## 12. OPERATIONAL AND PERFORMANCE UPDATE

The Joint Committee considered a report (agenda item 5) concerning progress on performance at the Rainsbrook crematorium.

Residential analysis of catchment areas using the crematorium showed that most customers were from Rugby, although numbers of customers from Leicester and Northamptonshire were increasing.

**RESOLVED THAT** – the report be noted.

## 13. AWARDS, EVENTS AND ACHIEVEMENTS

The Joint Committee considered a report (agenda item 6) concerning awards received by the Rainsbrook crematorium together with events held and other achievements.

With regard to the cheque donation to Guys Gift, it was agreed that a photo shoot be held, with the Mayor of Rugby and Chairman of Daventry District Council attending, and a press release be issued.

**RESOLVED THAT** – the donation to Guys Gift, as detailed in the report, be approved.

**14. MONITORING REPORT PERIOD 6 (SEPTEMBER) 2016/17**

The Joint Committee considered a report (agenda item 7) concerning the 2016/17 current financial position for both revenue and capital for the Rainsbrook Crematorium.

With regard to potential savings on utilities, it was emphasised that officers were monitoring the impact of sterling on wholesale energy prices and its subsequent impact on gas and electricity prices.

**RESOLVED THAT** – the report be noted.

**15. DATE OF NEXT MEETING**

It was agreed that the next meeting of the Joint Committee be held at 1.30pm on Tuesday 10th January 2017 at the Town Hall, Rugby.

**16. RAINSBROOK CREMATORIUM – 2017/18 PROPOSED BUDGET**

The Joint Committee considered a private report (Part 2 - agenda item 1) concerning the proposed budget for the crematorium for 2017/18.

A further report would be submitted to the Joint Committee meeting in January 2017.

**RESOLVED THAT** – the 2017/18 budget proposal be noted with any comments to be directed back to the Finance Officers at Rugby Borough Council for consideration.

**17. PROPOSED FEES AND CHARGES 2017/18**

The Joint Committee considered a private report (Part 2 - agenda item 2) concerning proposed fees for crematorium services for 2017/18 together with schemes and costs for memorialisation.

**RESOLVED THAT** – the proposed fees and charges for the Rainsbrook Crematorium be approved in principle subject to any further changes as a result of officer scrutiny and budget amendments at the January meeting of the Joint Committee.

**CHAIRMAN**