

THE BRETBY CREMATORIUM JOINT COMMITTEE

Minutes of a Meeting of the Bretby Crematorium Joint Committee held at the Town Hall, Burton upon Trent on Wednesday 30 November 2005.

PRESENT

for East Staffordshire Borough Council

Councillor A. J. H. Fox

Councillor Mrs. J. F. Jessel

Councillor Mrs. E. J. Staples

for South Derbyshire District Council

Councillor Mrs. H. K. Wheeler

Apologies for absence were received from Councillors W. Dunn and R.W. Southern.

Ms. I. Murray (Clerk), Mr. N. French (Crematorium Manager), Mr. I. Marriner (Environmental Health Manager) Mr. D. Hall (Chief Accountant), Miss J. Lennon (Accountancy Assistant) and Mr. P. G. Davies (Committee Clerk) were also present. Ms. R. McGoldrick (Customer Services Officer – South Derbyshire District Council) was also present.

01/05 MINUTES

The Minutes of the Annual General Meeting held on 15th June 2005 were approved and signed as a correct record.

02/05 APPOINTMENT OF CLERK

Resolved:

That Ms. Ishbel Murray, Head of Health and Leisure with East Staffordshire Borough Council be formally appointed Clerk of the Joint Committee.

03/05 **REPORT OF THE CREMATORIUM MANAGER**

(CM)

(a) **Statistics**

The Crematorium Manager submitted statistical information on the Crematorium since it came into operation. The Joint Committee noted that between the opening of the Crematorium on 15th March 1975 and 31st October 2005 there had been a total of 36,760 cremations.

The Joint Committee noted annual cremation figures for the last five years.

(b) **Survey Analysis**

The Joint Committee received, for information, survey analysis from the applicants for cremation (usually the main mourners).

(c) **Open Day and Memorial Service**

The Joint Committee noted that the Open Day was held on 11 September.

Approximately sixty visitors were shown around the Chapels and Crematorium Rooms. The memorial services were very well attended. The chairman, on behalf of the Joint Committee, thanked staff for their continued good performance.

(d) **Extensions to Chapel**

The Crematorium Manager reported that the building works to extend the Carnarvon Chapel were progressing to schedule. The Joint Committee noted that the chapel would be open for the memorial carol service on 11th December 2005 and for funeral services after that date.

(e) **Water Feature in Anglesey Entrance Garden**

The Joint Committee noted that a new water feature in the Anglesey entrance garden has been funded from the Crematorium's Woodland Fund.

(f) **Mercury Abatement**

The Joint Committee was required to notify its regulating authority (SDDC) by 31st December 2005 of its proposal for achieving the required 50% reduction in mercury emissions by 2012.

The options available to the Committee were to:

- close or sell the Crematorium;
- fit no abatement plant but contribute to a burden-sharing scheme;
- fit 50% abatement plant;
- fit 100% abatement plant

Following consultation with the Chair and Vice-Chair it was recommended that the Committee notify the regulating authority of its intention to abate 100% with the installation of two new cremators with abatement plant in 2009/10.

The Committee had already agreed both to the establishment of an Environment Fund and to the principle of reviewing fees and charges to include sufficient contribution to the Fund. Following further consultation with the Chairman and Vice-Chairman it had been recommended that the most equitable means of funding the new installation was through contributions to the Environment Fund of approximately 50% of costs by 2010 with the subsequent borrowing through the Public Works Loan Board of the remaining 50%.

The Chairman and Vice Chairman therefore recommended that the cremation fee for 2006/07 be increased from £334.00 to £384.00 and that £43.50 per cremation be contributed to the Environment Fund.

The Joint Committee was anxious that a marketing package should be produced to show the justification for the proposed increase.

Resolved:

- (1) That the regulating authority be informed of the Joint Committee's intention to abate 100% with the installation of two new cremators with abatement plant in 2009/10
- (2) That the increase in the cremation fee be approved to take effect from 1st April 2006 and that in the meantime the Crematorium Manager prepare a package to justify the increase and to show that it represented value for money for customers.

04/05 **REVENUE BUDGET 2006/07**

(Treas)

The Treasurer submitted the Revenue Budget for 2006/07.

Resolved:

That the Revenue Budget for 2006/07 as submitted be approved.

05/05 **DATE AND VENUE FOR NEXT MEETING**

Resolved:

That the Annual General Meeting of the Joint Committee be held on Wednesday 14th June 2006 at the Town Hall, Burton upon Trent.

Chairman.