

MINUTES OF RUGBY AND DAVENTRY CREMATORIUM JOINT COMMITTEE

19 SEPTEMBER 2019

PRESENT:

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

Officers: Dan Green (Head of Environment and Public Realm)
Lisa Marshall (Senior Finance Officer)
Linn Ashmore (Democratic Services Officer) - Rugby Borough Council
Julie Lewis (Contracts and Performance Manager) – Daventry District Council

1. APPOINTMENT OF CHAIRMAN

RESOLVED THAT – Councillor Mrs Lomax be appointed Chairman of the Joint Committee for the 2019/20 municipal year.

2. APPOINTMENT OF VICE-CHAIRMAN

RESOLVED THAT – Councillor Robertson be appointed Vice-Chairman of the Joint Committee for the 2019/20 municipal year.

3. MINUTES

The minutes of the meeting held on 23 April 2019 were approved and signed by the Chairman.

4. APOLOGIES

Apologies for absence from the meeting were received from Simon Bowers (Daventry District Council) and Lisa Handy (Rugby Borough Council).

5. FINANCIAL MONITORING AND KEY PERFORMANCE INDICATORS QUARTER 1 2019/20

The Joint Committee considered a report concerning the finance and performance for the crematorium for the period April-June 2019 that was circulated prior to the meeting.

Since April 2019 there had been 398 cremations which was 20 more than the target. There had been an increase in the number of cremations provided without a service.

There was only one complaint recorded which was in relation to a dog walker being asked to put their dog on a lead. There were ongoing issues with dog walkers who did not agree with the local dog control order that required all dogs to be kept on a lead while within the cemetery and crematorium grounds. One of the key concerns was that dogs barking could interrupt a service and this would be upsetting for a grieving family.

Work had been carried out to improve the signage and a soft approach was being taken to encourage dog walkers towards routes where dogs were permitted to be off-lead, but with the support of possible enforcement action if required. This approach was supported by Members.

The level of CO2 emissions per cremation was reported as being within regulation requirements. A Health and Safety Audit had been carried out and the report was awaited. It was noted that there were no concerns raised during the last review.

The financial position was positive with no significant under or overspends expected. The overall income budget was £884,000 providing a total surplus of £308,000 against the overall expenditure budget of £576,000. This would be divided equally between Rugby and Daventry with an anticipated profit share of £154,000 each.

The level of market share remained unchanged.

A funeral exhibition had been held on 7 September when a number of providers attended to display their offers. The exhibition had been well attended and the feedback was positive.

The Joint Committee requested that they be kept informed about future events.

RESOLVED THAT -

- (1) all joint committee members to be kept informed of any future events or exhibitions; and
- (2) the report be noted.

6. SCHEDULE OF MEETING DATES -TO AGREE 7 JANUARY 2020 FOR THE NEXT MEETING

RESOLVED THAT- the next meeting be held at 2pm on Tuesday 7 January 2020.

7. MOTION TO EXCLUDE THE PUBLIC

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.

1. RAINSBROOK CREMATORIUM BUDGET 2020/21

The Joint Committee considered a report concerning the crematorium budget for 2020/21.

The budget was at the initial draft stage and would be subject to change prior to approval by the Joint Committee at its next meeting. Following

approval, the budget would be incorporated as part of the final budget setting process for Rugby Borough Council for 2020/21.

RESOLVED THAT- the draft crematorium budget be approved, subject to changes before the next meeting.

CHAIRMAN