

MINUTES OF RUGBY AND WEST NORTHAMPTONSHIRE JOINT CREMATORIUM COMMITTEE

31 OCTOBER 2023

PRESENT:

Members of the Committee:

Rugby Borough Council - Councillors Poole and Ms Robbins
West Northamptonshire Council - Councillor Gilford (Chair) and James

Officers:

Rugby Borough Council - David Burrows (Chief Officer – Regulation and Safety), Lorraine Marley (Acting Bereavement Services Manager), Lisa Marshall (Finance Business Partner)
West Northamptonshire Council – Sadie Nightingale (Head of Coroners, West and North Northamptonshire Registration)

7. MINUTES

The minutes of the meeting held on 25 July 2023 were approved and signed by the Chair.

8. DECLARATIONS OF INTEREST

There were none.

9. FINANCIAL MONITORING AND KEY PERFORMANCE INDICATORS QUARTER 2 APRIL – SEPTEMBER 2023

The Joint Committee considered a report consisting of a finance and performance dashboard for the Quarter 2 period April – September 2023.

The number of cremations was 516 which was slightly ahead of the 475 profiled budget to September 2023.

There was an additional £10,000 forecast for memorial sales but there was an underachievement expected of 38 packages compared to the budget of 50. However, the budget for cremations had been increased by 50 to 1050.

The forecast surplus for year-end 2023/24 was £44,000 which represented an additional £22,000 for Rugby Borough Council and West Northamptonshire Council based on the 50/50 profit sharing agreement.

The forecast spend on capital schemes remained the same as previously reported at £66,000 with an additional £10,000 budgeted for the planned redecoration of the crematorium.

The latest data for the share of the local market was currently 23.2% which was an improvement on the past two years. The graph showing the cumulative number of Cremations to September indicated that Cremations were slightly behind compared the same period last year but still ahead of budget.

RESOLVED THAT – the Quarter 2 budget monitoring and key performance indicator information be noted.

10. RAINSBROOK CREMATORIUM OPERATIONAL UPDATE

The Joint Committee considered a report concerning an operational update for the Rainsbrook Crematorium.

The findings of the monitoring exercise for gas usage and the efficiency of the cremators would be reported back to the Joint Committee.

Consideration needs to be given to how the emissions of nitrogen oxides were managed. There were two options available; monitor the types of coffins accepted or fit a special device to remove nitrogen oxide. The cost of such a device was unknown. There was a period of four years before action was required, once the guidance note was approved.

As part of the ICCM metal recycling scheme, with the consent of families, metals that remain following cremation are collected by an external company and recycled. The monies are divided between the crematoriums in the scheme and must be donated to a charity related to bereavement. It was proposed that this year the charity that should benefit was OurJay Foundation.

OurJay Foundation is run by a local family who lost their son. The charity installs defibrillators in public places. They have fitted 100 defibrillators across Rugby Borough and were now seeking to install them in the West Northants area. The charity was looking for suggestion for suitable locations. The costs of fitting, maintenance and training courses were all met by the charity.

There had been a delay to the cemetery extension project due to a small finding of roman remains.

RESOLVED THAT –

- (1) monies raised through the ICCM metal recycling scheme be donated to OurJay Foundation; and
- (2) the report be noted.

11. DATE OF NEXT MEETING

It was agreed the next meeting would be arranged by email for a date in December 2023.

CHAIR