

# Yeovil Crematorium & Cemetery Committee



**Minutes of the meeting of Yeovil Crematorium and Cemetery Committee held on Wednesday 9<sup>th</sup> October 2019 at 6:00pm at Yeovil Crematorium, Bunford Lane, Yeovil.**

**Present:**

|               |                                 |
|---------------|---------------------------------|
| Nicola Clark  | South Somerset District Council |
| Tony Lock     | Yeovil Town Council             |
| Graham Oakes  | South Somerset District Council |
| Mike Lock     | Yeovil Town Council             |
| Rob Stickland | South Somerset District Council |

**In Attendance:**

|                 |  |
|-----------------|--|
| Barbara Appleby | Yeovil Without Parish Council Clerk                  |
| Amanda Card     | Yeovil Town Council/Clerk to the Committee           |
| Ross Eaton      | Finance Specialist – South Somerset District Council |
| Paul Rayson     | Specialist Operational Management - Bereavement      |

There were no members of the press or public present.

**Public Comment**

*6:00pm - the meeting commenced.*

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**(1) Apologies for Absence**

Cllrs R Brown; P Chandler; Chris Cooper (Environmental Services Manager – South Somerset District Council) and Glenn Ford (Operational Section Lead at the Cemetery).

**RESOLVED:** to accept the apologies

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**(2) Declarations of Interest**

There were no declarations made at this time.

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### **(3) Minutes of the Previous Meeting**

**RESOLVED:** that the Minutes of the meeting of Yeovil Crematorium and Cemetery Committee held on 10<sup>th</sup> July 2019 be signed by the Chairman as a correct record.

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### **(4) Revenue and Capital Budget Monitoring September 2019/20**

The Committee considered the report from the Finance Specialist regarding the Revenue and Capital budget for the first six months of 2019/20.

**RESOLVED:** to note the report.

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### **(5) Draft Cemetery and Crematorium Budget 2020/21**

The Committee considered the report from the Finance Specialist regarding the Draft Cemetery and Crematorium Budget 2020/21.

**RESOLVED:** to approve and recommend to Yeovil Town Council, Yeovil Without Parish Council and South Somerset District Council as appropriate (1) the Cemetery and Crematorium Draft Budgets; (2) the allocation of the cemetery deficit for inclusion in the Parish Precepts when setting the 2020/21 Council Tax; (3) the proposed fee increases for the cemetery; (4) the Cemetery and Crematorium Service Level Agreement and charges for 2020/21; and (5) to note the Reserve Balances.

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### **(6) Update on Performance at Yeovil Cemetery**

The Committee considered the report from the Cemetery Foreman. He confirmed that the mapping and digital records were now complete. The Committee forwarded their thanks on to all that were involved with that project.

Questions were raised about the common graves, and the Specialist Operational Management – Bereavement responded that this works would form part of the work programme.

**RESOLVED:** to note the report.

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### **(7) Cemeteries and Crematorium Service Logo**

This item was withdrawn from the agenda.

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### **(8) Statistics: July 2019 – September 2019**

The Committee considered the report of the Registrar/Admin Manager.

**RESOLVED:** to note the report.

**(9) Any other Business**

Members would like an update on the Crematorium Refurbishment.

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*6:47pm – the meeting closed.*

Signed: ..... (Chairman)

Date: .....