

Yeovil Crematorium & Cemetery Committee



Minutes of the meeting of Yeovil Crematorium and Cemetery Committee held on Wednesday 18th January 2018 at 6:00pm at Town House, 19 Union Street, Yeovil.

Present:

Roger Brown	Yeovil Without Parish Council
Philip Chandler	Yeovil Town Council
Nigel Gage	South Somerset District Council
Alf Hill	Yeovil Without Parish Council
Graham Oakes	South Somerset District Council
Manny Roper	Yeovil Town Council (Chairman)
Tony Lock	Yeovil Town Council

In Attendance:

Barbara Appleby	Clerk to Yeovil Without Parish Council
Alasdair Bell	Environmental Health Manager, South Somerset District Council
Amanda Card	Clerk to the Committee
Peter Down	Clergy Representative
Glenn Ford	Cemetery Foreman, Yeovil Cemetery
Karen Gubbins	Finance Specialist, South Somerset District Council
Peter Herridge	Humanist Celebrants' Representative
Paul Rayson	Manager, Yeovil Crematorium
Clive Wakely	Funeral Directors' Representative

There were no members of the press or public present.

Public Comment

The Chairman wished everyone a happy and healthy New Year.

6:00pm - the meeting commenced.

(1) Election of Vice-Chairman

RESOLVED: that Cllr P Chandler be elected as Vice-Chairman.

(2) Apologies for Absence

Chris Cooper.

RESOLVED: to accept the apologies

(3) Declarations of Interest

There were no declarations made at this time.

(4) Minutes of the Previous Meeting

RESOLVED: that the Minutes of the meeting of Yeovil Crematorium and Cemetery Committee held on 18th November 2017 be signed by the Chairman as a correct record.

(5) Cemetery and Crematorium Budget 2018/19

The Finance Specialist from South Somerset District Council introduced the Cemetery and Crematorium Budget for 2018/19.

RESOLVED: (1) to approve the Cemetery and Crematorium Budgets for 2018/19; (2) to approve the allocation of the Cemetery Deficit of £60,016 and £17,430 to Yeovil Town Council and Yeovil Without Parish Council respectively; (3) to approve the proposed fee increases for both the Cemetery and the Crematorium; (4) to authorise the Chairman to sign the Cemetery and Crematorium Service Level Agreement; and (5) that the Committee note the Reserve Balances.

(6) Update on the Performance in Yeovil Cemetery

The Cemetery Foreman introduced the report. Work had commenced on the monument safety. By carrying out the work in-house over £30,000 had been saved.

Cllr T Lock stated that he would be interested in seeing the work schedule at the next meeting and other Members of the Committee agreed.

RESOLVED: (1) to note the report; and (2) that the work schedule be attached to the next meeting's agenda.

(7) Statistics October 2017 – December 2017

The Committee considered the report of the Registrar/Admin Manager at Yeovil Crematorium.

The Cemetery Foreman stated that there were approximately 33 graves remaining which would last about 18 months. A verbal update on the Common Graves and usage was given. Questions were raised about public health funerals when the estate of the deceased person or the relatives of the deceased person do not have sufficient funds to cover the cost of a funeral. As the duty of South Somerset District Council, the Environmental Health Manager stated it was the policy to respect the wishes as specified in the deceased person's will, where one had been left, otherwise the deceased person would be cremated.

RESOLVED: to note the report.

(8) Dates of Future Meetings

RESOLVED: The dates of future meetings are as follows:
18th April 2018
18th July 2018
17th October 2018 (please note the differing date than that on the agenda)
16th January 2019

(9) Crematorium Memorial Options

The Manager at Yeovil Crematorium gave a verbal report. The Crematorium is looking to offer a new range of memorials. This will give the public more choice as well as generate more income for the Crematorium. There are sample memorials at the Crematorium should Members wish to see them.

RESOLVED: to note the verbal report.

(10) Crematorium Refurbishment Scheme

The Environmental Health Manager gave a verbal update regarding the refurbishment of Yeovil Crematorium.

The Architects have been appointed and are Kendall Kingscott Ltd. Draft plans were circulated for Members to view. Once the final scheme has been drawn up, there will be opportunity for Members of this Committee to view.

Tenders for new cremators have been received and are currently being assessed.

There have been 19 bids for the project management of the Crematorium Refurbishment Scheme

RESOLVED: to note the verbal report from the Environmental Health Manager.

Public Comment

There were no comments.

6:40pm – Peter Down, Peter Herridge and Clive Wakely left the meeting and did not return.

(11) Exclusion of Press and Public

RESOLVED: (1) to exclude the press and public from the remainder of the meeting in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 on the grounds that publicity of agenda item 12 would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted. Public Bodies (Admission to Meetings) Act 1960 s3.

(12) Crematorium Refurbishment Scheme

The Environmental Health Manager gave a verbal update regarding the finances of the Crematorium Refurbishment Scheme. It was all within budget.

RESOLVED: to note the financial report of the Crematorium Refurbishment Scheme.

6:45pm – the meeting closed

Signed: (Chairman)

Date: