

RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL
MERTHYR TYDFIL COUNTY BOROUGH COUNCIL

LLWYDCOED CREMATORIUM JOINT COMMITTEE

Minutes of the meeting held at Llwydcoed Crematorium on Thursday, 12 December 2013 at 2.00pm

PRESENT

Merthyr Tydfil County Borough Councillors

A. Jones, A. Chaplin, D. Jarrett

Rhondda Cynon Taf County Borough Councillors

(Mrs) J. S. Ward, H. Boggis and A. S. Fox

Officers in Attendance

Mr P. Mee – Service Director, Public Health & Protection

Mr C. Jones – Service Director, Legal & Democratic Services

Ms B. Gough – Senior Accountant

Mr G. Richards - Accountant

Ms J Parish- Administration Manager and Registrar

Mr. C. G. Lewis – Superintendent and Registrar

17. APOLOGIES FOR ABSENCE

An apology for absence was received from County Borough Councillors (Mrs) A. Crimmings (Rhondda-Cynon-Taf County Borough Council) and K. Moran (Merthyr Tydfil County Borough Council).

18. DECLARATION OF INTEREST

Members had no personal interests to declare in matters pertaining to the agenda.

19. MINUTES

RESOLVED to approve as an accurate record, the minutes of the meeting of the Llwydcoed Crematorium Joint Committee held on Thursday, 26 September 2013.

REPORT OF THE SERVICE DIRECTOR, PUBLIC HEALTH & PROTECTION

20. LLWYDCOED CREMATORIUM MEETINGS

The Service Director, Public Health & Protection presented his report to Members of the Llwydcoed Crematorium Joint Committee in respect of the venue of future meetings of the Llwydcoed Crematorium Joint Committee. The Officer informed Committee that following a Health &

Safety check it has been necessary to move workstations to the existing meeting room with further ICT equipment being installed in order to link up Llwydcoed Crematorium Joint Committee with Rhondda Cynon Taf Bereavement Services. As a result of this re organisation Members were asked to consider holding future meetings of the Llwydcoed Crematorium Joint Committee in the offices of Merthyr Tydfil County Borough Council.

The Chairman of the Joint Committee reported that he had made a provisional booking for the Llwydcoed Crematorium Joint Committee to be held on the 20th March 2014 at 2.00pm in the offices of Merthyr Tydfil County Borough Council.

Following consideration of the issues it was **RESOLVED** that all subsequent meetings of the Llwydcoed Crematorium Joint Committee are held in the offices of Merthyr Tydfil County Borough Council.

REPORT OF THE SUPERINTENDENT AND REGISTRAR

21. STATISTICS AND PERFORMANCE

The Superintendent and Registrar presented his report and set out details of the Statistics and Performance for the Crematorium. Members **RESOLVED** to note the report.

REPORT OF THE TREASURER

22. BUDGET MONITORING TO 1ST DECEMBER 2013

The Senior Accountant provided Members of the Joint Committee with a report outlining the actual spend to the 1st December 2013 and a projection of final outturn for 2013-14 together with details of the operating expenditure as highlighted by the attached graph at Appendix 1.

The Senior Accountant addressed the main headings within the report and concluded her presentation by highlighting the total reserve available as being £1,381,683 to fund the replacement cremators.

At this point in the proceedings a query was raised in respect of the costs to fund the replacement of the cremators and the installation of mercury abatement equipment at the Crematorium. The Service Director, Public Health & Protection confirmed the costs of the initial estimates for the work and announced that a project management consultant has been appointed who will work closely with the Corporate Estates division within Rhondda Cynon Taff County Borough Council. The officer explained that the work will go out to tender in January 2014 with the assurance that further updates would be reported at the next scheduled meeting on the 20th March 2014.

Following consideration of the report, it was **RESOLVED** to note the budget monitoring position with thanks extended by the Chair of the Joint Committee to the author of a clear and concise budget monitoring report.

6. URGENT ITEM

It was noted by Members of the Joint Committee that the Llwydcoed Crematorium Christmas Carol Service will take place on Sunday, 15th December 2013 at 2.00pm.

The meeting terminated at 2.35pm

A. Chaplin
Chairman