

**RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL**  
**MERTHYR TYDFIL COUNTY BOROUGH COUNCIL**

**LLWYDCOED CREMATORIUM JOINT COMMITTEE**

**Minutes** of the Annual General Meeting of the Llwydcoed Crematorium Joint Committee held at the Civic Offices of Merthyr Tydfil County Borough Council, Merthyr Tydfil on Tuesday, 19 September 2017 commencing at 2.00 p.m.

**PRESENT**

**Merthyr Tydfil County Borough Councillors**

M. Colbran, J. Thomas, D. Isaac and D. Chaplin

**Rhondda Cynon Taf County Borough Councillors**

H. Boggis and G. Jones

**Officers in Attendance**

Ms. J. Lewis – Bereavement Services Manager

Mr. A. Wilkins – Head of Legal, Corporate & Democratic Services

Mr. S. Preddy – Group Accountant, Community Services

Ms. H. Williams (Wales Audit Office)

**1 APOLOGIES FOR ABSENCE**

Apologies for absence were received from County Borough Councillors (Mrs) A. Crimmings, K. Morgan and A. S. Fox (Rhondda Cynon Taf County Borough Council).

**2 DECLARATION OF INTERESTS**

There were no declarations of interests in matters pertaining to the agenda.

**3 ELECTION OF CHAIRMAN OF LLWYDCOED CREMATORIUM JOINT COMMITTEE FOR 2017-18**

**RESOLVED** to elect County Borough Councillor D. Isaac as Chairman of the Joint Committee for the 2017-18 municipal year.

**4 APPOINTMENT OF VICE-CHAIRMAN OF THE LLWYDCOED CREMATORIUM JOINT COMMITTEE FOR 2017-18**

**RESOLVED** to appoint County Borough Councillor H. Boggis as Vice-Chairman of the Joint Committee for the 2017-18 municipal year.

**5 MINUTES**

**RESOLVED** to approve as an accurate record, the minutes of the meeting of the Llwydcoed Crematorium Joint Committee held on 21st March 2017,

subject to it being noted that Councillor D. Isaac's name being omitted from the list of apologies.

## **REPORT OF THE CLERK**

### **6 CALENDAR OF MEETINGS**

Members were asked to consider the proposed calendar of quarterly meetings for the Joint Committee for the 2017-18 municipal year.

Members noted that it was proposed to hold each of the meetings at the Civic Offices of Merthyr Tydfil County Borough Council.

Following a discussion, it was **RESOLVED** to agree the calendar of meetings for the 2017-18 municipal year.

## **REPORT OF THE BEREAVEMENT SERVICES MANAGER**

### **7 STATISTICS AND PERFORMANCE**

In her report, the Bereavement Services Manager provided Members with Statistics and Performance figures relating to the operation of the Crematorium since the last meeting and following consideration thereof, it was **RESOLVED** to note the information.

## **REPORT OF THE TREASURER**

### **8 DRAFT ANNUAL RETURN FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2017**

Members considered the report of the Treasurer which provided an audited Annual Return for the year ended 31<sup>st</sup> March 2017.

Members noted that although the Annual General Meeting of the Llwydcoed Crematorium Joint Committee was undertaken later than scheduled due to unforeseen circumstances, this had not affected the figures for the Annual Return for the year ended 31<sup>st</sup> March 2017.

Members were provided with information relating to:

- The financial performance and movement of usable reserves
- General Fund Balances 2012/13 to 2016/17
- Balance Sheet for the year ended 31<sup>st</sup> March 2017

and following consideration thereof, it was **RESOLVED** –

(1) To note the report.

(2) To note the audited Annual Return for the year ended 31<sup>st</sup> March 2017 as presented.

(3) That the Chairman of the Joint Committee signs the Approval and Certification Section of the Annual Return.

## **REPORT OF THE BEREAVEMENT SERVICES MANAGER**

### **9 PROVISION OF INFANT MEMORIAL GARDEN**

The Bereavement Manager presented the report setting out details of the proposed development which is to provide an Infant Memorial Garden at Llwydcoed Crematorium with a cost of £18,700, subject to approval from this Committee.

Following discussions, the Committee **RESOLVED** to approve the above aforementioned development at Llwydcoed Crematorium.

### **10 URGENT ITEM**

In respect of the previous drainage problems and hazards experienced at the site during inclement weather, Members questioned whether it was anticipated that further works be undertaken.

In response, it was reported that this will be closely monitored over the coming winter months.

In response to a query raised in relation to an additional Public Notice Board being erected outside of the Llwydcoed Crematorium, it was reported that this would be reviewed sometime in the near future.

County Borough Councillor D. Isaac asked would it be possible to write a letter of thanks on behalf of the Committee to those Members who previously served on the Committee to thank them for their hard work and contributions at meeting over the years.

Following discussions, it was **RESOLVED** to send thank you letters to previous County Borough Councillor's A. Jones, A. Chaplin, K. Moran and (Mrs) J. Ward.

**D. ISAAC  
CHAIRMAN**

The meeting terminated at 2.27 p.m.